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2004

# **Town of Hollis New Hampshire Annual Town Report 2004**



Woodmont Orchard Ice House

**Preserving Our Natural Heritage  
&  
Rural Character**

## TOWN HALL OFFICES AND HOURS

<b>Town Hall</b>	<b>465-2209</b>
Deborah Adams, Secretary Email <a href="mailto:town@hollis.nh.us">town@hollis.nh.us</a>	<b>465-3701 Fax</b>
Cathy Hoffman, Secretary Email <a href="mailto:gis@hollis.nh.us">gis@hollis.nh.us</a>	<b>8AM-3PM</b>
Kim Dogherty, Secretary/Receptionist Email <a href="mailto:calendar@hollis.nh.us">calendar@hollis.nh.us</a>	
<b>Assessing Office</b>	<b>465-9860</b>
Connie Cain, Assistant to the Assessor Email <a href="mailto:assessing@hollis.nh.us">assessing@hollis.nh.us</a>	<b>8AM-3 PM</b>
<b>Building Inspector</b>	<b>465-2514</b>
David Gagnon, Building Inspector Email <a href="mailto:building@hollis.nh.us">building@hollis.nh.us</a>	<b>Office Hours 8-9:30 AM Inspections 9:30AM-3 PM</b>
<b>Finance Department</b>	<b>465-6936</b>
Paul Calabria, Finance Officer Email <a href="mailto:accounting@hollis.nh.us">accounting@hollis.nh.us</a>	<b>8AM-3PM</b>
<b>Information Technology</b>	<b>465-2209</b>
Dawn Desaulniers, IT Specialist Email <a href="mailto:pcsupport@hollis.nh.us">pcsupport@hollis.nh.us</a>	
<b>Planning Department</b>	<b>465-3446</b>
Virginia Mills, Assistant Planner Email <a href="mailto:planning@hollis.nh.us">planning@hollis.nh.us</a>	<b>8AM-3PM</b>
<b>Selectmen's Office</b>	<b>465-2780</b>
Catharine W. Hallsworth, Administrative Assistant Email <a href="mailto:bos@hollis.nh.us">bos@hollis.nh.us</a>	<b>8AM-3PM Call for an appointment</b>
<b>Tax Collector</b>	<b>465-7987</b>
Barbara Townsend, Tax Collector Email <a href="mailto:tax@hollis.nh.us">tax@hollis.nh.us</a>	<b>8AM-3PM</b>
<b>Town Clerk</b>	<b>465-2064</b>
Nancy Jambard, Town Clerk	<b>Mon, Wed, Fri 8AM-1 PM Monday 7-9PM</b>
Rebecca Crowther, Deputy Town Clerk	<b>1st &amp; 3rd Tuesday 7-9 PM 1st Sat 8-11 AM</b>

*Visit the Town's Website at [www.hollis.nh.us](http://www.hollis.nh.us)*

WOODMONT PIOTOS COURTESY OF DAVID MCCARTNEY

TOWN REPORT COMPILED AND EDITED BY DEBORAH ADAMS AND CATHY HOFFMAN

**ANNUAL REPORT**

*for the Town of*

**Hollis**

**NEW HAMPSHIRE**

*for the year*



**Two Thousand Four**

**Annual Reports**

*of the*

**Officers and Committees**

*of the Town of*

**HOLLIS, NEW HAMPSHIRE**

**FOR THE YEAR ENDING DECEMBER 31, 2004**

*with Reports of the*

**Hollis School District**

*and the*

**Hollis/Brookline**

**Cooperative School District**





## DEDICATION

We are honored to dedicate the 2004 Annual Town Report to two employees who have each contributed twenty years of service to the Town of Hollis. These two employees are Richard Darling, Chief of Police and Arthur G. LeBlanc, Director of Public Works.



CHIEF RICHARD DARLING

Immediately after assuming the role of Police Chief for the Town of Hollis, Chief Darling embarked on a journey to establish a much needed police facility for the Town. Many evenings would find the Chief in a Hollis home, at a tea or coffee hour, explaining to the residents the desperate need for a new police station. His efforts were rewarded by a positive vote from the community. Construction of the facility on Silver Lake Road was completed in 1988.

When Chief Darling began his career with the Town of Hollis, the Police Department roster included a large number of part-time officers. While the part-time officers were dedicated servants to the Town, it was not possible for their training and dedication to equal that of a full-time officer. The Chief understood that the needs of the Town, and its citizenry, had changed. He transitioned the force to full-time officers exclusively, in order to better serve the community.

At the present time, Chief Darling manages a department with a yearly budget of \$800,000, and personnel consisting of 1 Lieutenant, 2 Sergeants, 1 Detective, 7 Officers, an Administrative Assistant and 1 Part-Time Assistant.

For nearly 20 years, Chief Darling has been active in the New Hampshire Association of Chiefs of Police, and is the present Chairman of the Chief's Advocacy Committee. He is an active member of the Hillsborough County Police Chief's Association, currently holding the position of President.

Chief Darling is also active in community organizations. He is a member of the Hollis Brookline Rotary Club and the Nashua Pastoral Care Center.

Chief Darling and his wife Sandy reside in Milford. They take great pride in their home and enjoy interior decorating and redesign. Both are avid skiers in the winter, and enthusiastic golfers in the summer. They are the proud parents of four children and have two grandchildren.

## DEDICATION



**ARTHUR G. LEBLANC**  
**DIRECTOR OF PUBLIC WORKS**

Arthur began his DPW career in Hollis after serving as Superintendent of Public Works in Nashua and Longmeadow, Massachusetts. The Selectmen promoted him to the position of Director in 1988. During his 20-year tenure in Hollis, Arthur has been responsible for overseeing the department's operations including: road maintenance, road rebuilding, snow removal, cemeteries, Town buildings and grounds, the transfer station and the stump dump. He currently manages a department of 12 full-time and 2 part-time employees with a yearly budget of \$1.2 million dollars.

Among his many accomplishments as Director of Public Works, the transition of the transfer station from a Town dump to an efficiently run recycling center stands out as an achievement that has benefited both the Town and the environment.

Arthur serves on numerous boards and committees. He is Chairman of the Souhegan Regional Landfill District, and is on the Board of Directors of both the New Hampshire Resource Recovery Association and the New Hampshire Road Agents Association. In 1997, he was named a Master Roads Scholar, the University of New Hampshire Technology Transfer Center's highest achievement level.

In 1985, Arthur began attending Planning Board meetings as a representative of the Public Works Department. In 1997, he was appointed to the Board as a voting member. To this day, Arthur's contributions to the planning process, and his knowledge of road construction and drainage have been invaluable.

Even though the DPW Director is a full-time job, Arthur manages to find time for other pursuits. He is an avid race fan and an accomplished driver. He has had many victories during his racing career, culminating this year when he won the "2004 East Coast Mini-Sprint Sportsman Division Championship".

Arthur is married to Linda Emerson. They live on their farm here in Hollis. Arthur's son David lives and works in Boston.

**The Selectmen are extremely proud to dedicate this Town Report to these two employees, who have shown their commitment and devotion to the Town through 20 years of service.**

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**TOWN ADMINISTRATION**  
**March 2003-March 2004**

**ELECTED OFFICIALS OF THE TOWN**

**Selectmen, Assessors, Overseers of the Poor**

Mark Johnson, Chairman, 2006  
Richard Walker, 2005  
Peter Band, Clerk, 2007  
Staff: Catharine Hallsworth, Administrative Assistant  
Cathy Hoffman, Secretary

Vahrij Manoukian, Vice Chairman, 2005  
Raymond Lindsay, 2007

**Town Clerk**

Nancy Jambard, 2005

**Treasurer**

Edward Lehoullier, 2006

**Moderator**

James W. Squires, 2006

**Town Budget Committee (Town and Hollis School District Budgets)**

Michael Harris, Chairman, 2006  
James Belanger, 2007 (res)  
Mort Goulder, 2005  
Vahrij Manoukian, Ex-Officio, Selectmen  
Doug Cleveland, School Board Representative (res)  
Anita Moynihan, School Board Representative  
Staff: Deborah Adams, Secretary

Melinda Willis, Vice Chair, 2006  
Scott Bartis, 2005  
Christopher Hyde, 2007

**Hollis/Brookline Cooperative Budget Committee**

Forrest Milkowski (Brookline), Chairman, 2005  
Richard Bensinger (Hollis), Secretary, 2007  
William Matthews (Hollis), 2005  
Raymond Valle (Hollis), 2006

Lorin Rydstrom (Hollis), Vice Chair, 2007  
Timothy Hale (Brookline), 2006  
Greg d'Arbonne (Brookline), 2007  
Tom Enright, School Board Rep.

**Library Trustees**

J. Howard Bigelow, Chairman, 2006  
Norma Woods, 2005  
Ann Shedd, Secretary, 2005  
Marcia Beckett, Treasurer, 2005

Wendy Valich, Vice Chair, 2007  
Dorothy Hackett, 2006  
John Sias, 2007

**Supervisors of the Checklist**

Julia L. McCoy, 2009  
Lydia L. Schellenberg, 2008  
Jessica "Jan" Squires, 2010

**Trustees of the Trust Funds**

F. Warren Coulter, 2007  
Charles Hildreth, 2005  
Wayne Furman, 2006

**Trustees of the Cemeteries**

Christopher Buzzy, Chairman, 2006  
Kathy Albee, 2005  
Joe Oliver, 2007  
Staff: Deborah Adams and Kimberly Dogherty, Secretaries

Jeff Snow, 2005  
Nancy Bell, 2006



## STATE GOVERNMENT

**Governor**  
**Executive Council**  
**Senate**  
**General Court**

John Lynch  
Debora Pignatelli  
David Gottesman  
Richard B. Drisko  
Carolyn M. Gargas  
Donald F. Ryder  
Betty Hall

## APPOINTED OFFICIALS OF THE TOWN

### **Brookline/Hollis Cable Consortium**

Allan Miller (Hollis), Chairman  
Alan Rosenberg (Brookline), Secretary

Chris St. George (Brookline), Co-Chairman  
Ray Valle (Hollis), Treasurer

### **Building Code Board of Appeals**

Roger Parsons, 2009  
Richard Brown, 2009  
Paul Hemmerich, 2009  
David Gagnon, Building Inspector

Robert Cormier, 2007  
Richard Casale, 2008

### **Cable Advisory Committee**

Ray Valle, Chairman, 2006  
Carolyn Gargas, 2005  
Erwin Reijgers, 2007  
Cynthia Rodgers-McConney, 2006

Allan Miller, Vice Chairman & Sec, 2007  
Michael Jeynes, 2005  
Lukasz Tomczyk, 2006

### **Charitable Funds Committee**

Mary Anne Smith  
Debbie Shipman

Millie Bonati  
Eleanore Whittemore

### **Conservation Commission**

Thomas Dufresne, Chairman, 2007  
Richard Brown, Secretary, 2007  
Peter Baker, 2005  
Robin Beaudette, 2007  
Carl Hills (Alt), 2006  
James Oehler (Alt), 2006  
Cathy Hoffman, Planning Board Representative (non-voting)  
Raymond Lindsay, Selectmen's Representative (non-voting)

Susan Durham, Vice Chairperson, 2005  
Thom Davies, Treasurer, 2005  
Lynne Simonfy, 2006  
John Lumbard (Alt), 2005  
Lloyd Deenik (Alt), 2006

### **Forest Committee**

Steven Briggs, 2005  
Stephen Beaulieu, 2007  
Craig Birch, 2006

Edward Chamberlain, 2005  
George R. Burton, 2006

### **Heritage Commission**

Sharon Howe, Chairperson, 2007  
Robert Leadbetter, Finance Officer, 2006  
Lucy Husk (Alt), 2005  
James Cram, Historic District Commission

M. Honi Glover, Vice Chair, 2005  
Bette Finnerm, Clerk, 2007  
Brad Buchanan (Alt), 2006  
Richard Walker, Selectmen's Representative

**Historic District Commission/Sign Board**

Paul Hemmerich, Chairman, 2006  
Hugh Mercer, 2005  
Deborah Adams, 2007  
Dave Gibson (Alt), 2006  
Pam Tebbetts (Alt), 2007  
Mark Johnson, Selectmen's Representative  
Staff: Kimberly Dogherty, Secretary

James Cram, Vice Chairman, 2005  
Liz Barbour, 2005  
Edwin Makepeace, Planning Board  
Marilyn Wehrle (Alt), 2006  
Kathi Lewis (Alt), res

**Land Protection Study Committee**

Gerald Gartner, Chairman, 2005  
Peter Baker, 2005  
Thom Davies, 2005  
Tom Jambard, 2005  
Dave Gilmour, 2005  
Raymond Lindsay, Selectmen's Representative

Roger Saunders, Vice Chairman, 2005  
Mort Goulder, 2005  
June Litwin, 2005  
Jack Law, 2005  
Christine Furman, 2005

**Nashua Regional Planning Commission**

John Eresian, 2007  
Susan Durham, 2005  
Frank Ballou, 2005 (res)

**Planning Board**

Ed Makepeace, Chairman, 2007  
Richard Hardy, 2006  
Doug Gagne, 2005  
Bill Beauregard (Alt), 2006  
Peter Band, Ex Officio, Selectmen  
Staff: Virginia Mills, Assistant Planner  
Mark Archambault, NRPC (res)

David Petry, Vice Chairman, 2007  
Cathy Hoffman, 2006  
Arthur LeBlanc, 2005  
Donald Ryder (Alt), 2007

**Recreation Commission**

Kevin McDonnell, Program Director  
Martha Dufresne, 2006  
Tim Glover, 2006  
David Golia, 2006 (res)  
Peter Band, Selectmen's Representative

Michael Moran, Chairman, 2007  
Bob Dion, 2007  
Beth Zingales, 2005  
Jonathon Wienslaw, 2005 (res)

**Souhegan Regional Landfill District**

Arthur LeBlanc, Chairman, 2005  
Richard Sneden, 2005

**Stormwater Control for Hollis Implementation Team**

Deborah Adams, Website Administrator  
Rebecca Crowther, DPW Coordinator  
Catharine Hallsworth, Administrative Assistant  
Mark Johnson, Selectman  
Don Ryder  
**Consultants**  
Mark Archambault, NRPC (res)  
Reginald Ouellette, Construction Engineer

Richard Brown, Conservation Commission  
Angelo Marino, GIS (Nashua)  
Cathy Hoffman, GIS (Hollis)  
Arthur LeBlanc, Director of Public Works  
David Gagnon, Building Inspector

Charlie Goodspeed, UNH  
Todd Dresser, Cuoco & Cormier Engineering

**Trails Committee**

Sherry Wyskiel, Chairperson, 2006  
Steve Realmutto, 2005  
Daniel Teveris, 2005  
Art Kinsley (Alt), 2005  
Amos White (Alt), 2007  
Peter Band, Selectmen's Representative

Doug Cleveland, 2007  
Richard Kalin, 2005  
Greg Larkin, 2005 (res)  
Gerry Haley (Alt), 2007  
S. Robert Winer (Alt), 2007

**Zoning Board of Adjustment**

John Andruszkiewicz, Chairman, 2007  
Richard Walker, 2005  
Allan Miller, 2006  
Jim Belanger (Alt), 2005  
Cindy Robbins (Alt), 2007  
Staff: Deborah Adams, Secretary

Brian Major, Vice Chairman, 2006  
S. Robert Winer, 2005  
Jim Kelley (Alt), 2007  
Mike Askenaizer (Alt), 2005  
John Haithcock (Alt), 2006

## DOINGS OF THE SELECTMEN

Each year brings new and continuing challenges for the Board of Selectmen. 2004 was no exception.

Former Board Chairman Donald Ryder did not seek re-election in March of 2004. In November he was elected to the State House of Representatives. His leadership skills will be an asset in his new venture and we wish him well. Peter Band joined the Board after the March elections and Ray Lindsay was re-elected. Mark Johnson was appointed Chairman and the Board was under way, with its many responsibilities.

Last year, the Town Report was dedicated to clean water. In 2004, we continued to address water issues on all levels. The Stormwater Committee worked on year two compliance requirements, and received positive direction from Ms. Thelma Murphy, Regional Director of the Environmental Protection Agency (EPA). Ongoing projects relating to water include: conducting a water quality study of residential wells, reviewing the proposed Pennichuck Brook Watershed Rule, establishing a water withdrawal ordinance for Hollis, and observing the formation and objectives of the Merrimack Valley Regional Water District.

The Board supports the premise that protection of clean water and water resources is directly linked to land preservation. The Town of Hollis became a pioneer at the 2001 Annual Town Meeting. It was the first time in New Hampshire's history that a warrant article for the purpose of raising and appropriating funds through the issuance of bonds for the purchase of land to protect the Town's natural heritage and rural character was brought before voters. Approval for the issuance of bonds for land acquisition continued in 2002, 2003, 2004 and a similar warrant article is being proposed for 2005 in the amount of \$2.5 Million Dollars. Since 2001, the Town has purchased property interest in 278+ acres of land, and is actively pursuing the purchase of an additional 260+ acres, as approved at the Special Town Meeting on December 16, 2004.

Properties added to the Town's inventory include: 60 acres abutting the Town Forest off of Wheeler Road, owned by the Melva Wright Revocable Trust; 40 plus acres abutting the Town Forest off of Farley Road, owned by Arlean and Richard Walker; 37 acres of open farm land on Blood and Pepperell Roads, owned by William Hall, Jr.; and 12 plus acres off of Pine Hill Road, owned by Dr. and Mrs. Boyd Weston. This 12 acres will allow for the future expansion of the East Cemetery.

Along with the preservation of water resources and land, the Selectmen also looked at the Town's infrastructure; the municipal buildings and roadways. There is an article on this year's warrant requesting that the Town support a \$3.2 Million-Dollar bond for the purpose of renovating and adding on to the Fire and Police Stations. This warrant article also includes purchasing 10+ acres of land behind the current Department of Public Works facility, as well as building a new salt shed, and implementing extensive site work at the DPW for stormwater control. These improvements to the Town's infrastructure were recommended following a two-year study, and accompanying report, completed by the Town Facilities Space Needs Committee with assistance from the Nashua Regional Planning Commission. Udelsman Associates performed engineering studies on both the Fire and the Police Stations in 2003 and 2004, respectively. Cuoco and Cormier designed drainage concept plans for the Police, Fire and DPW sites that include drainage improvements, which will bring each of these facilities into compliance with the federal Phase II Stormwater Management Standards. Additional work was performed at the DPW site that involved mapping and designing an erosion and sedimentation control plan. In order to accommodate the expansion of the DPW facilities, R.L. Ouellette Construction Management Services surveyed 10 plus acres of abutting property for purchase by the Town of Hollis.

The sidewalk along Main Street, from the Farley Building to Cavalier Court, was constructed in 2004. Additional sidewalk reconstruction was done in front of the library. Newport Construction did an excellent job in both areas. The Federal Government supported this project with 80% funding. Additionally, in the Monument Square area, the Hollis Colonial Garden Club donated money for the installation of an irrigation system on the west and south sides of Town Hall. We look forward to having green, luscious grass and plantings over future summers. We would also like to extend a heart-felt thank you to all the volunteers in the Club who work to keep our Town Center buildings and grounds pruned and planted.

A soccer field and additional parking were constructed on the area across the street from Nichols Field. Two tennis courts and a basketball court still have to be completed, along with crosswalks that will insure the safety of pedestrians. The additional parking and the expansion of parking on Nichols Field have alleviated the need for parking along Depot



Road. Plans are going forward to relocate the existing recreation building to the far end of Nichols Field and reconstruct the Lawrence Barn at the recreation building's current location.

2004 was a very busy election year. There were four separate elections for the Board to oversee – the Presidential Primary in February, the Town Elections in March, the State Primaries in September, and the Presidential and State Elections in November.

During the fall, when budgets are the main focus, the Board supported changing medical insurance carriers. HealthTrust provided medical insurance, through their administration, to the Town for many years, but cost increases were becoming a tremendous burden to the overall budget for the Town. Partially self-funded medical insurance was explored during the fall, and the Board approved the changeover for 2005. With rates remaining the same as 2004, the Board anticipates that there will be, at minimum, an excess of \$50,000 that could be used in future years to reduce premiums, or to add other benefits to the plan.

Though the Board of Selectmen initiated and completed many projects during the past year, none could have been accomplished without the support of staff and the involvement of many wonderful volunteers throughout the community. The Board extends a heartfelt "Thank You" for the many hours you have dedicated to make our Town a better place to live.

**To all who serve – THANK YOU!**

### **Board of Selectmen**

Mark Johnson, Chairman.  
Vahrij Manoukian, Vice Chairman  
Peter Band, Clerk  
Richard Walker  
Ray Lindsay



Seated: Richard Walker, Peter Band and Ray Lindsay  
Standing: Mark Johnson and Vahrij Manoukian



**2005 TOWN WARRANT - ELECTIONS**

**THE STATE OF NEW HAMPSHIRE**

**THE POLLS WILL BE OPEN FROM 7:00 AM TO 7:00 PM**

**Tuesday, March 8, 2005**

**To the Inhabitants of the Town of Hollis in the County of Hillsborough in said State, qualified to vote in Town Affairs:**

**You are hereby notified to meet at the Gymnasium of the Hollis Brookline Cooperative High School at 24 Cavalier Court on Tuesday March 8, 2005, between the hours of 7:00 AM and 7:00 PM, to act on the following subjects:**

- 1. To choose all necessary Town Officers for the year ensuing.**
- 2. To conduct other business by official ballot.**

**Given under our hands and seal, this 14<sup>th</sup> day of February, 2005.**

Board of Selectmen, Town of Hollis

Mark Johnson, Chairman  
Vahrij Manoukian, Vice Chairman  
Richard Walker  
Ray Lindsay  
Peter Band

**A true copy of the Warrant— —Attest:**

Board of Selectmen, Town of Hollis

Mark Johnson, Chairman  
Vahrij Manoukian, Vice Chairman  
Richard Walker  
Ray Lindsay  
Peter Band

**PLANNING BOARD BALLOT 2005**  
**AMENDMENTS TO THE HOLLIS ZONING ORDINANCE**

**AMENDMENT (1) ARE YOU IN FAVOR OF ADOPTION OF AMENDMENT (1) AS PROPOSED BY THE PLANNING BOARD FOR THE TOWN OF HOLLIS BUILDING CODE AS FOLLOWS:**

Amend Section VIII. DEFINITIONS. (New sections are underlined.)

6. **BUILDING AREA:** An area on a buildable lot that is capable of accommodating a house site (or commercial structure if so planned) and all required utilities such as water supply and wastewater disposal. The Building Area shall be made up of Acceptable Land and may be either a rectangle measuring one hundred (100) feet by two hundred (200) feet or a circle with a diameter of one hundred sixty (160) feet. No portion of the building area may be located within a building setback, wetland buffer or on unaltered slopes greater than 25%. The home or building is not required to be placed within the building area. Rather, the building area is intended to insure that the lot is capable of meeting all Town of Hollis zoning requirements.

**(The purpose of this amendment is to clarify that the home or building is not required to be located in the building area.)**

YES ☐ NO ☐

**AMENDMENT (2) ARE YOU IN FAVOR OF ADOPTION OF AMENDMENT (2) AS PROPOSED BY THE PLANNING BOARD FOR THE TOWN OF HOLLIS ZONING ORDINANCE AS FOLLOWS:**

Amend Section VIII. DEFINITIONS. (New sections are underlined.)

24. **FRONTAGE:** That continuous portion of a lot line bordering on a highway, street, or right-of-way of class V or better, capable of providing the principal route of access to the lot in a manner that meets all Town of Hollis land-use ordinances and regulations without requiring any waivers therefrom.

**(The purpose of this amendment is to clarify that frontage be capable of providing the primary means of access to a lot without requiring waivers.)**

YES ☐ NO ☐

**AMENDMENT (3) ARE YOU IN FAVOR OF ADOPTION OF AMENDMENT (3) AS PROPOSED BY THE PLANNING BOARD FOR THE TOWN OF HOLLIS ZONING ORDINANCE AS FOLLOWS:**

Amend Section IX.E. Onsite Wastewater Treatment - Item 1. (New sections are underlined.)

1. No cesspool, ~~septic tank~~, or sewage disposal ~~system~~ leach field, including the associated limits of disturbance, shall be constructed less than one hundred (100) feet from wetlands and surface waters or from wells. Septic tanks must be at least seventy-five (75) feet from a private water supply well. No cesspool, septic tank or sewage disposal system shall be constructed within seventy-five (75) feet of drainage swales and/or stormwater detention basins.

**(The purpose of this amendment is to update the Hollis subsurface regulations to conform to current design standards.)**

YES ☐ NO ☐

**AMENDMENT (4) ARE YOU IN FAVOR OF ADOPTION OF AMENDMENT (4) AS PROPOSED BY THE PLANNING BOARD FOR THE TOWN OF HOLLIS ZONING ORDINANCE AS FOLLOWS:**

Amend Section IX.E. Onsite Wastewater Treatment - Item 4 (New sections are underlined.)

4. Where ledge and high seasonal water tables are involved, at least ~~five (5)~~ four (4) feet of in-place soil shall exist above ledge or any other impermeable strata and two (2) feet of in-place soil shall exist above the seasonal high water mark before fill. In the Aquifer Protection Overlay Zone, at least four (4) feet of in-place soil shall exist above the seasonal high water table before fill, and the bottom of the leaching field shall be at least six (6) feet above the seasonal high water table.

**(The purpose of this amendment is to update the Hollis subsurface regulations to conform to current design standards.)**

YES ☐ NO ☐

**AMENDMENT (5) ARE YOU IN FAVOR OF ADOPTION OF AMENDMENT (5) AS PROPOSED BY THE PLANNING BOARD FOR THE TOWN OF HOLLIS ZONING ORDINANCE AS FOLLOWS:**

Amend Section IX.E. Onsite Wastewater Treatment - Item 5 (New sections are underlined.)

5. The Town Septic Inspector may waive the provisions of this section for the repair or replacement of pre-existing failed septic system.

**(The purpose of this amendment is to provide provision for the inspector to grant waivers in cases of failure of pre-existing septic systems.)**

YES ☐ NO ☐

**AMENDMENT (6) ARE YOU IN FAVOR OF ADOPTION OF AMENDMENT (6) AS PROPOSED BY THE PLANNING BOARD FOR THE TOWN OF HOLLIS ZONING ORDINANCE AS FOLLOWS:**

Amend Section IX.S. UNREGISTERED VEHICLES. (New sections are underlined.)

S. **UNREGISTERED VEHICLES:** No more than one disabled or unregistered motor vehicle shall be visible from public view on any residential property, other than a permitted business in that zone.

Registered motor vehicles shall have current inspections.

**(The purpose of this amendment is to clarify that no more than one disabled or unregistered motor vehicle shall be visible from public view on any property, other than a permitted business in that zone.)**

YES ☐ NO ☐

**AMENDMENT (7) ARE YOU IN FAVOR OF ADOPTION OF AMENDMENT (7) AS PROPOSED BY THE PLANNING BOARD FOR THE TOWN OF HOLLIS ZONING ORDINANCE AS FOLLOWS:**

Amend Section IX.G. *SWIMMING POOLS, OUTDOOR STORAGE TANKS, COMMERCIAL FISHING PONDS.* Item 15. (New sections are underlined.)

15. When appropriate and necessary, in the opinion of the Building Inspector, the applicant will be required to provide a bond of a minimum of \$2,000 for an in-ground swimming pool or \$500 for an above-ground swimming pool, or other amount as set by the Building Inspector, as security for the proper construction of a fence around the area of the swimming pool as required by the Town's building code.

**(The purpose of this amendment is to clarify the different bonding requirements for in-ground vs. above-ground swimming pools.)**

YES ☐ NO ☐

**AMENDMENT (8) ARE YOU IN FAVOR OF ADOPTION OF AMENDMENT (8) AS PROPOSED BY THE PLANNING BOARD FOR THE TOWN OF HOLLIS ZONING ORDINANCE AS FOLLOWS:**

Amend Section XII. Nonconforming Uses, Structures and Lots. Revise section lettering (A,B,C...). Add "new construction" under item C. Nonconforming Structure to be consistent with item B. Nonconforming Lots. (New sections are underlined.)

C. **NONCONFORMING STRUCTURE:**

CONTINUANCE: Any lawful nonconforming structure existing at the time of adoption of this Ordinance, may be occupied, operated, and maintained in a state of good repair, but any alteration, expansion, new construction or change of such structure that does not further aggravate a front, side, or rear yard setback nonconformity shall only be permitted according to the provisions set forth in item number 3, ALTERATIONS, paragraphs a and b, as described above for A. NONCONFORMING USES, and according to the diagram below.

**(The purpose of this amendment is to make Section C Nonconforming Structure consistent with Section B Nonconforming Lots.)**

YES ☐ NO ☐



**2005 TOWN WARRANT**  
**THE STATE OF NEW HAMPSHIRE**

**Annual Meeting, Town of Hollis**  
**Wednesday, March 9, 2005**  
**7:00 PM, Hollis Brookline Cooperative High School Gymnasium**

To the Inhabitants of the Town of Hollis in the County of Hillsborough in said State, qualified to vote in Town Affairs,

You are hereby notified to meet at the Gymnasium at the Hollis Brookline Cooperative High School on 24 Cavalier Court on Tuesday, March 8, 2005, between the hours of 7:00 AM and 7:00 PM, for the purposes of choosing town officers elected by an official ballot and other action required to be inserted on said official ballot

and, further,

to meet at the Gymnasium of the Hollis Brookline Cooperative High School of 24 Cavalier Court in Said Hollis on the next day, Wednesday, March 9, 2005 at 7:00 PM, for the second session of the town meeting for the transaction of all other town business, specifically to act on the following subjects:

**Article 1.       Official Reports.** To hear reports of Selectmen and other Town Officers and Committees.

**Article 2.       Bond for Safety Complexes – Fire, Police and DPW.** To see if the Town will vote to raise and appropriate Three Million Two Hundred Thousand (\$3,200,000) (Gross Budget) for the purpose of expansion, renovations and stormwater compliance of the Fire Station and Police Station; and for the purpose of purchasing additional land adjacent to the Department of Public Works, expansion, renovation and stormwater compliance of this area, and to authorize the issuance of not more than Three Million Two Hundred Thousand Dollars (\$3,200,000) of bonds, in accordance with the provisions of the Municipal Finance Act, (RSA 33:1 et seq., as amended), and to authorize the Selectmen to issue and negotiate, such bonds or notes and to determine the rate of interest thereon; further, that the amount raised and appropriated herein may be used to defray the costs attributable to due diligence inspections, surveys, title search charges, closing costs and other similar charges associated with the land acquisition. The foregoing notwithstanding, the issuance of said bonds shall be subject to the following three conditions:

- No such bonds shall be issued earlier than July 1, 2005; and,
- Any of such bonds shall have appropriate terms and maturities such that no principal or interest payments shall become due and payable prior to January 1, 2006; and,
- No such bonds shall be issued with a term of maturity of less than fifteen (15) years.

BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**(Pursuant to RSA 33:8 a supermajority of two-thirds (2/3) ballot vote is required to adopt this article).**

**Article 3.       Bond for Land Acquisition.** To see if the Town will vote to raise and appropriate Two Million Five Hundred Thousand Dollars (\$2,500,000) (Gross Budget) for the purchase, of land or other property interests therein, as the Selectmen deem appropriate for the protection of the natural heritage and rural character in the best interest of the Town, including any buildings or structures incidental to such land; further, that the amount raised and appropriated herein may be used to defray costs attributable to due diligence inspections, surveys, title search charges, closing costs and other similar charges associated with such acquisition, and to authorize the issuance of not more than Two Million Five Hundred Thousand Dollars (\$2,500,000) of bonds, in accordance with the provisions of the Municipal Finance Act, (RSA 33:1 et seq., as amended), and, further, to authorize the Selectmen to issue, negotiate, sell and deliver said bonds and to determine the rate of interest thereon and the maturity and other terms thereof, and to take any other action they deem appropriate to effectuate the sale and/or issuance of said bonds, subject, however, to the following limitations:

- No such bonds shall be issued earlier than July 1, 2005; and,
- Any of such bonds shall have appropriate terms and maturities such that no principal or interest payments shall become due and payable prior to January 1, 2006; and,
- No such bonds shall be issued with a term of maturity of less than fifteen (15) years.

**PROVIDED, FURTHER,** that the Selectmen **SHALL NOT ISSUE SUCH BONDS** until such time as they have presented to either an annual or special town meeting, a warrant article asking the meeting to ratify, by a simple majority vote, the particular parcel and the parcel ownership interest chosen by the Selectmen for purchase and said meeting has approved such warrant article. BY SELECTMEN.

- **Recommended by Selectmen**
- **Recommended \$3,500,000 by Budget Committee**

**(This is a Special Warrant Article and is intended to be non-lapsing as to any purchase that has been ratified by a regular or special town meeting held prior to December 31, 2005. Pursuant to RSA 33:8 a supermajority of two-thirds (2/3) ballot vote is required to adopt this article).**

**Article 4. Authorization to Acquire Map 38/Lot 1 of Anna Gelazauskas with Article 3 Bond Proceeds.**

To see if the Town will, in the event and only in the event that Article 3, above, is approved, vote to authorize the Selectmen to acquire the full fee interest in the property identified as the Land of Anna Gelazauskas which includes all of **Tax Map 38, Lot 1, totaling approximately 116 acres**; and to further authorize the Selectmen to enter into such agreements and execute any and all documents necessary to conclude such acquisition, on such terms and conditions as the Selectmen deem appropriate, it being intended that approval of this article will constitute the ratification of a decision to acquire the within described parcels, but it shall not be interpreted to constitute the ratification of any other parcels. BY SELECTMEN

**(NOTE: This article does not raise any money. Said acquisition contemplates the expenditure of up to One Million Four Hundred Twenty Five Thousand Dollars (\$1,425,000) of the 2.5 million dollar, Article 3 Bond for Land Acquisition, if Article 3 is approved.)**

- **Recommended by Selectmen**
- **Recommended by Budget Committee**

**Article 5. Rescind the Land Use Change Tax Fund to the Conservation Fund.** To see whether the Town will vote, pursuant to RSA 79-A:25, (IV), to rescind the action taken at the March Annual Town Meeting of 1999, in order to reduce to zero percent (0%) the portion of Land Use Change Tax Fund that is provided to the Conservation Fund. This vote shall take effect in the tax year beginning, April 1, 2005.

- **Recommended by Selectmen**
- **Recommended by Budget Committee**

**Article 6. Property Tax Equity Study Committee Appropriation.** To see if the Town will vote to appropriate Five Thousand Dollars (\$5,000) to support a new committee called the Property Tax Equity Study Committee. The purpose of Property Tax Equity Committee is to collect and analyze data relative to the projected increase in the local property tax and the burden this will place upon Hollis residents with low incomes. The committee will submit a report to the Board of Selectman prior to the March, 2006 town meeting.

- **Recommended by Selectmen**
- **Recommended by Budget Committee**

**Article 7. Establishment of the Employee Health Insurance Expendable Trust Fund.** To see if the Town will vote to create an Expendable Trust Fund under the provisions of RSA 31:19-a to be known as the Employee Health Insurance Expendable Trust Fund. Further to raise and appropriate the sum of Four Hundred and Fifty Thousand Dollars (\$450,000) to be deposited into this fund. Further to name the BOS as agents to expend from this Expendable Trust fund.

- **Recommended by Selectmen**
- **Recommended by Budget Committee**

**Article 8. One New Position in Department of Public Works.** To see if the town will vote to raise and appropriate Thirty Five Thousand Seven Hundred Dollars (\$35,700) for the purpose of hiring one new full time Public Works employee, including estimated benefit expenses beginning in April of 2005. (The cost associated with salary and benefits for a new public works employee for the 12-month period of **2006** is estimated to be \$50,900.) BY SELECTMEN.

- **Recommended by Selectmen**
- **Recommended by Budget Committee**



**Article 9. One New Position of Firefighter.** To see if the town will vote to raise and appropriate Ten Thousand One Hundred Fifty Nine Dollars (\$10,159) for the purpose of hiring one new full time Firefighter employee, including estimated benefit expenses for November and December 2005. (The cost associated with salary and benefits for a new fire fighter for the 12-month period of 2006 is estimated to be \$65,200.) BY SELECTMEN.

- Recommended by Selectmen
- Recommended by Budget Committee

**Article 10. Position of Regular Part-Time Police Employee.** To see if the town will vote to raise and appropriate Twelve Thousand Five Hundred Dollars (\$12,500) for the purpose of continuing employment of a part-time police employee. BY SELECTMEN.

- Recommended by Selectmen
- Recommended by Budget Committee

**Article 11. Public Works Loader Purchase.** To see if the town will vote to raise and appropriate One Hundred Thousand Dollars (\$100,000) for the purpose of purchasing a new Loader for the Town of Hollis. BY SELECTMEN.

- Recommended by Selectmen
- Recommended by Budget Committee

**Article 12. Public Works Heavy Duty Pick Up Truck.** To see if the town will vote to raise and appropriate Twenty Five Thousand Dollars (\$25,000) for the purpose of purchasing a 2005 Ford F250 or equivalent pick up truck to be used by the DPW Supervisor. BY SELECTMEN.

- Recommended by Selectmen
- Recommended by Budget Committee

**Article 13. Lawrence Barn Construction.** To see if the Town will vote to raise and appropriate the sum of Two Hundred Thirty Thousand Dollars (\$230,000) for the purpose of partially funding the reconstruction of the Lawrence Barn. BY SELECTMEN.

- Recommended by Selectmen
- Recommended by Budget Committee

**Article 14. Major Public Improvements Capital Reserve.** To see if the Town will vote to establish a capital reserve under the provisions of RSA 35:1 for the purpose of a Major Public Improvement Capital Reserve and to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000) to be place in this fund and to designate the Selectmen as agent to expend. BY SELECTMEN.

- Recommended by Selectmen
- Recommended by Budget Committee

**Article 15. Major Fire Equipment Capital Reserve.** To see of the Town will vote to raise and appropriate the sum of One Hundred Twenty Five Thousand Dollars (\$125,000) to be placed in the Major Fire Equipment Capital Reserve fund established for this purpose at the 2002 annual meeting. BY SELECTMEN.

- Recommended by Selectmen
- Recommended by Budget Committee

**Article 16. Compensated Absences Payable Trust Fund.** To see if the Town will vote to raise and appropriate the sum of Fifteen Thousand Dollars (\$15,000) to be added to the Compensated Absences Payable Expendable Trust Fund established at the 2002 Annual Town Meeting. BY SELECTMEN.

- Recommended by Selectmen
- Recommended by Budget Committee

**Article 17. Ambulance Fee Fund Appropriation.** To see if the town will vote to appropriate One Hundred Sixty Thousand Dollars (\$160,000) for the purpose of funding ambulance services and equipment, and to authorize the withdrawal from the Ambulance Fee Special Revenue Fund established for this purpose at the 2000 annual meeting. None of this money is to come from general taxation. BY SELECTMEN.

- Recommended by Selectmen
- Recommended by Budget Committee

**Article 18. Old Home Day Fund Appropriation.** To see if the town will vote to appropriate Thirty Five Thousand Dollars (\$35,000) for the purpose of funding the annual Old Home Day celebration, and to authorize the withdrawal from the Old Home Day Special Revenue Fund established for this purpose at the 1999 annual meeting. None of this money is to come from general taxation. BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**Article 19. Police Private Details Fund Appropriation.** To see if the Town will vote to appropriate One Hundred Thousand Dollars (\$100,000) for the purpose of funding police private details and to authorize the withdrawal from the Police Private Details Special Revenue Fund established for this purpose at the 2001 annual meeting. None of this money is to come from general taxation. BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**Article 20. Establishment of Map 43/Lot 67 And Map 31/Lot 46 as Town Forest Property of the Town of Hollis.** To see if the town will vote to establish Map 43/Lot 67 and Map 31/Lot 46 as Town Forest to be managed by the Forest Committee under RSA 31:112. These two parcels abut the current Town Forest lands and were purchased recently by the Town of Hollis from Richard & Arlean Walker and the Melva A. Wright Revocable Trust.

**Article 21. BY PETITION: Paving of Wood Lane:** We the undersigned registered Hollis, NH voters hereby request that the Town of Hollis, NH raise and appropriate \$70,000 to pave the unpaved portion of Wood Lane from Rocky Pond Road to Federal Hill Road. As it is a school bus route, and is frequently traveled, paving will provide for safer travel for us and our children. It will also save the necessity of regularly grooming the road to eliminate potholes and ruts, and make snow and ice removal easier. Additionally, each of us either lives on Wood Lane, or travels it on a regular basis. This is a town improvement that absolutely needs to be completed as soon as possible!

- **NOT Recommended** by Selectmen
- **NOT Recommended** by Budget Committee

**Article 22. BY PETITION: Modification of the Optional Veteran's Tax Credit.** To see if the town will vote, pursuant to RSA 72:28 to increase the veteran's tax credit from \$300 to \$500. To qualify, a person or person's surviving spouse must satisfy all conditions of RSA 72:28-34 that pertain to eligibility for this credit, as well as those contained in any other applicable statute.

- **NOT Recommended** by Selectmen
- **NOT Recommended** by Budget Committee

**Article 23. BY PETITION: Groundwater Protection.** We, the undersigned residents of Hollis, petition the selectmen to place the following article in the Town Warrant for the March 2005 Town Meeting.

• **Proposed Town Warrant Article: Groundwater Protection**

To see if the Town will vote to adopt a policy recognizing that groundwater and surface waters are a critical, finite, integrated natural resource that is becoming increasingly scarce and subject to heavy contamination as development pressures increase. Having clean, potable water is a basic human right, not the privilege of those who can afford it. Water is essential to the public health, and for all life. Our community's wildlife and plant life depend on sufficient amounts of pure water to sustain them.

In this regard, the Town should seek assistance from local and federal sources, including the Conservation Commission, Nashua Regional Planning Commission, the New Hampshire Department of Environmental Services, the U.S. Geological Survey, and private conservation groups to protect these resources.

• **Therefore, the Town directs the Selectmen as follows:**

- 1 Using existing mappings of Town water resources, including, but not limited to, ponds, lakes, rivers, streams, wetlands, and aquifers, identify and label groundwater resources pursuant to the provisions of RSA 485-C9, the New Hampshire Groundwater Protection statute.
- 2 With other town agencies and officials, and those of neighboring communities, protect these resources by developing ordinances that emphasize sustainable usage by placing strict limits on commercial and other large scale water withdrawals not directly related to providing potable water for residential, commercial, and industrial uses within the Town.

**Article 24. Operating Budget.** To see if the Town will vote to raise and appropriate the sum of Six Million Nine Thousand Three Hundred Fifty Two Dollars (\$6,009,352), which represents the operating budget of the Town for the year 2005. Said sum does not include special or individual articles addressed. BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

Given under our hands and seal, this 14th day of February, in the year of our Lord two thousand five.

Board of Selectmen, Town of Hollis

Mark Johnson, Chairman  
Vahrij Manoukian, Vice Chairman  
Richard Walker  
Ray Lindsay  
Peter Band

A true copy of the Warrant—Attest:

Board of Selectmen, Town of Hollis

Mark Johnson, Chairman  
Vahrij Manoukian, Vice Chairman  
Richard Walker  
Ray Lindsay  
Peter Band



**PROPOSED BUDGET OF THE TOWN OF HOLLIS, 2005**

PURPOSE OF APPROPRIATIONS	Warr.	SELECTMEN'S APPROPRIATIONS			BUDGET COMMITTEE'S		
	Art. #	2004 Approved Appropriations	2004 Actual Expenditures	Recommended	Not Recommended	Recommended	Not Recommended
APPROPRIATIONS - 2005							
GENERAL GOVERNMENT							
Executive		\$ 308,709	\$ 269,834	\$ 347,837		\$ 347,837	
Election,Reg. & Vital Statistics		94,735	114,999	106,304		106,304	
Financial Administration		211,230	193,457	239,683		239,683	
Revaluation of Property							
Legal Expense		35,000	39,933	35,000		35,000	
Personnel Administration		746,271	733,026	570,543		570,543	
Planning & Zoning		130,169	122,802	136,396		136,396	
General Government Buildings		156,066	176,326	137,509		137,509	
Cemeteries		20,951	21,420	26,750		26,750	
Insurance		100,643	99,873	107,100		107,100	
Advertising & Regional Assoc.		5,800	5,800	5,838		5,838	
Information Systems		40,886	40,245	40,520		40,520	
PUBLIC SAFETY							
Police		740,777	778,842	796,350		796,350	
Fire/Ambulance		554,382	546,769	585,563		585,563	
Building Inspection		72,074	71,279	71,617		71,617	
Emergency Management		1,500	5,000	6,500		6,500	
Communications		281,759	291,785	297,041		297,041	
HIGHWAYS & STREETS							
Administration		383,113	376,691	423,704		423,704	
Highways & Streets		508,974	479,498	487,796		487,796	
Street Lighting		14,000	14,050	14,000		14,000	
SANITATION							
Solid Waste Collection		131,375	153,977	130,370		130,370	
Solid Waste Disposal		293,189	293,189	323,144		323,144	
HEALTH/WELFARE							
Administration		750	500	750		750	
Pest Control		12,027	12,389	12,852		12,852	
Health Agencies & Hosp. & Other		20,600	20,600	20,095		20,095	
Administration & Direct Assist.		15,900	56,108	25,900		25,900	
CULTURE & RECREATION							
Parks & Recreation		77,262	76,763	85,552		85,552	
Library		190,208	190,208	217,022		217,022	
Patriotic Purposes		12,000	10,805	16,000		16,000	
CONSERVATION							
Admin & Purch. of Nat Resources		9,000	9,000	9,000		9,000	
DEBT SERVICE							
Princ.- Long Term Bonds & Notes		25,000	25,000	314,460		314,460	
Interest-Long Term Bonds & Notes		50,959	55,727	187,354		187,354	
Int. on Tax Anticipation Notes		9,000	0	0		0	
Other Debt Service		25,000	10,300	15,800		15,800	
CAPITAL OUTLAY							
Machinery, Vehicles & Equipment		590,400	549,647				
OPERATING TRANSFERS OUT							
To Capital Reserve Fund		150,000	150,000				
To Exp.Tr Fund-except #4917							
SUBTOTAL 1							
		\$ 6,019,709	\$ 5,995,842	\$ 5,794,350		\$ 5,794,350	

**SPECIAL WARRANT ARTICLES**

PURPOSE OF APPROPRIATIONS	Warr. Art #	SELECTMEN'S APPROPRIATIONS - 2005				BUDGET COMMITTEE'S APPROPRIATIONS - 2005	
		2004 Approved Appropriations	2004 Actual Expenditures	Recommended	Not Recommended	Recommended	Not Recommended
Bond/Safety Complexes	2			3,200,000		3,200,000	
Bond/Land Purchase	3			2,500,000		3,500,000	
Employee Health Ins. Expendable Trust	7			450,000		450,000	
Major Public Improvements Reserve	14			50,000		50,000	
Major Fire Capital Reserve	15			125,000		125,000	
Compensated Absences Payable Trust Fund	16			15,000		15,000	
Ambulance Fee Fund	17			160,000		160,000	
Old Home Day Fund	18			35,000		35,000	
Police Private Details Fund	19			100,000		100,000	
SUBTOTAL 2 RECOMMENDED				\$ 6,635,000		\$ 7,635,000	

**INDIVIDUAL WARRANT ARTICLES**

Property Tax Equity Committee	6			5,000		5,000	
New DPW Position	8			35,700		35,700	
New Firefighter Position	9			10,159		10,159	
New Regular P/T Police Officer	10			12,500		12,500	
Loader	11			100,000		100,000	
Heavy Duty P/U Truck	12			25,000		25,000	
Lawrence Barn	13			230,000		230,000	
Paving of Wood Lane	21				70,000		70,000
SUBTOTAL 3 RECOMMENDED				\$ 418,359		\$ 418,359	

**BUDGET SUMMARY**

	SELECTMEN'S RECOMMENDED BUDGET	COMMITTEE'S RECOMMENDED BUDGET
SUBTOTAL 1 Appropriations Recommended	\$ 5,794,350	\$ 5,794,350
SUBTOTAL 2 Special Warrant Articles Recommended	6,635,000	7,635,000
SUBTOTAL 3 "Individual" Warrant Articles Recommended	418,359	418,359
TOTAL Appropriations Recommended	\$ 12,847,709	\$ 13,847,709
Less: Amount of Estimated Revenues & Credits	9,192,853	9,192,853
Estimated Amount of Taxes to be Raised	\$ 3,654,856	\$ 4,654,856



## REVENUES

SOURCE OF REVENUE	Estimated Revenues 2004	Actual Revenues 2004	Estimated Revenues 2005
<b>TAXES</b>			
Land Use Change Taxes	\$ 74,475	\$ 163,955	\$ 74,475
Timber Taxes	20,240	11,219	20,240
Payment in Lieu of Taxes	2,000	2,000	
Interest & Penalties on Delinquent Taxes	79,000	103,213	79,000
<b>LICENSES, PERMITS &amp; FEES</b>			
Business Licenses & Permits	25	70	25
Motor Vehicle Permit Fees	1,000,000	1,571,500	1,000,000
Building Permits	50,000	105,527	50,000
Other Licenses, Permits & Fees	21,650	54,032	21,650
FROM FEDERAL GOVERNMENT		14,186	
<b>FROM STATE</b>			
Shared Revenues	34,308	50,863	34,308
Meals & Rooms Tax Distribution	182,794	246,315	182,794
Highway Block Grant	175,737	179,066	175,737
State & Federal Forest Land Reimbursement	49	41	49
Other (Including Railroad Tax)	42	22	42
FROM OTHER GOVERNMENTS			
<b>CHARGES FOR SERVICES</b>			
Income from Departments	77,008	126,359	77,008
Other Charges	102,000	131,732	102,000
<b>MISCELLANEOUS REVENUES</b>			
Sale of Municipal Property	500	328	500
Interest on Investments	185,000	61,188	185,000
<b>INTERFUND OPERATING TRANSFERS IN</b>			
From Special Revenue Funds	180,000	185,000	295,000
From Capital Projects Funds		80,000	
From Capital Reserve Funds	150,000	150,000	190,000
From Trust & Agency Funds	5,025	4,199	5,025
<b>OTHER FINANCING SOURCES</b>			
Proc. from Long Term Bonds & Notes	4,110,000	2,973,960	5,700,000
Fund Balance ("Surplus") to Reduce Taxes	880,000	1,235,000	1,000,000
<b>TOTAL ESTIMATED REVENUE &amp; CREDITS</b>	<b>\$ 7,329,853</b>	<b>\$ 7,449,775</b>	<b>\$ 9,192,853</b>

# 2004 TAX RATE CALCULATION

Town of Hollis  
DEPARTMENT OF REVENUE ADMINISTRATION  
Municipal Services Division, Concord, NH 03302-1122

Town Portion				Rates
Appropriations	\$11,814,709			
Less: Revenues	\$9,625,796			
Less: Shared Revenues	\$11,395			
Add: Overlay	\$198,097			
Add: War Service Credits	\$111,600			
Net Town Appropriation		\$2,487,215		
Special Adjustment		\$0		
Approved Town Tax Effort			\$2,487,215	
Municipal Tax Rate				2.53
School Portion				
Net Local School Budget		\$8,331,215		
Regional School Apportionment		\$8,208,252		
Less: Adequate Education Grant		-\$1,988,651		
Less: State Education Taxes		-\$3,171,946		
Approved School Tax Effort			\$11,379,275	
Local Education Tax Rate				11.57
State Education Taxes				
Equalized Valuation (no utilities) x \$885,821,701	\$3		\$3,171,946	
Divide by Local Assessed Valuation (no utilities) \$950,022,432				3.24
Excess State Education Taxes to be Remitted to State		\$0		
County Portion				
Due to County		\$1,210,653		
Less: Shared Revenues		-\$5,160		
Approved County Tax Effort			\$1,205,493	
County Tax Rate				1.23
<b>Combined Tax Rate</b>				<b>18.57</b>
Total Property Taxes Assessed			\$18,243,929	
Less: War Service Credits			-\$111,600	
Add: Village District Commitment(s)			\$0	
Total Property Tax Commitment			<b>\$18,132,329</b>	
PROOF OF RATE				
Net Assessed Valuation		Tax Rate	Assessment	
State Education Tax	\$978,206,463	\$3.24	\$3,171,946	
All Other Taxes	\$983,335,963	\$15.33	\$15,071,983	
			\$18,243,929	

**TOWN BUDGET, 2004**  
**COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES**  
**FOR YEAR ENDING DECEMBER 31, 2004**

<u>EXPENDITURES</u>	BUDGET	EXPENDITURES	UNEXPENDED BALANCE	OVERDRAFT
<b>GENERAL GOVERNMENT</b>				
Executive	\$308,709	\$269,834	\$38,875	
Town Clerk/Elections & Registr.	\$94,735	\$114,999		(\$20,264)
Financial Administration	\$211,230	\$193,457	\$17,773	
Legal Expenses	\$35,000	\$39,933		(\$4,933)
Employee Benefits	\$746,271	\$733,026	\$13,245	
Planning & Zoning	\$130,169	\$122,802	\$7,366	
Town Buildings and Grounds	\$156,066	\$176,326		(\$20,260)
Cemeteries	\$20,951	\$21,420		(\$469)
Liability Insurance	\$100,643	\$99,873	\$770	
Municipal Association	\$5,800	\$5,800	\$0	\$0
Information Systems	\$40,886	\$40,245	\$641	
<b>Subtotal</b>	<b>\$1,850,460</b>	<b>\$1,817,716</b>	<b>\$32,744</b>	
<b>PUBLIC SAFETY</b>				
Police	\$740,777	\$778,842		(\$38,066)
Fire & Ambulance	\$554,382	\$546,769	\$7,613	
Communications	\$281,759	\$291,785		(\$10,026)
Building & Septic Inspection	\$72,074	\$71,279	\$795	
Emergency Management	\$1,500	\$5,000		(\$3,500)
<b>Subtotal</b>	<b>\$1,650,492</b>	<b>\$1,693,675</b>		<b>(\$43,183)</b>
<b>HIGHWAYS AND STREETS</b>				
Highway Administration & Roads	\$892,087	\$856,188	\$35,898	
Street Lighting	\$14,000	\$14,050		(\$50)
<b>Subtotal</b>	<b>\$906,087</b>	<b>\$870,239</b>	<b>\$35,848</b>	
<b>SANITATION</b>				
Solid Waste Collection	\$131,375	\$153,977		(\$22,602)
Solid Waste Disposal	\$293,189	\$293,189	\$0	\$0
<b>Subtotal</b>	<b>\$424,564</b>	<b>\$447,166</b>		<b>(\$22,602)</b>
<b>HEALTH &amp; WELFARE</b>				
Admin. & Pest Control	\$12,777	\$12,889		(\$112)
Health Agencies and Hospitals	\$20,600	\$20,600	\$0	\$0
Direct Assistance	\$15,900	\$56,108		(\$40,208)
<b>Subtotal</b>	<b>\$49,277</b>	<b>\$89,597</b>		<b>(\$40,320)</b>
<b>CULTURE &amp; RECREATION</b>				
Parks and Recreation	\$77,262	\$76,763	\$499	
Library	\$190,208	\$190,208	\$0	\$0
Patriotic Purposes	\$12,000	\$10,805	\$1,195	
<b>Subtotal</b>	<b>\$279,470</b>	<b>\$277,776</b>	<b>\$1,694</b>	
<b>CONSERVATION</b>				
Conservation Commission	\$9,000	\$9,000	\$0	\$0
<b>DEBT SERVICE</b>				
P/Long Term Bonds and Notes	\$25,000	\$25,000	\$0	\$0
I/Long Term Bonds and Notes	\$50,959	\$55,727		(\$4,768)
I/Short Term Notes	\$9,000	\$0	\$9,000	
Bond Issuance Costs	\$25,000	\$10,300	\$14,700	
<b>Subtotal</b>	<b>\$109,959</b>	<b>\$91,027</b>	<b>\$18,932</b>	
<b>CAPITAL OUTLAY</b>	<b>\$6,200,400</b>	<b>\$549,647</b>	<b>\$5,650,753</b>	
Capital Reserve	\$150,000	\$150,000		
<b>TOTAL APPROPRIATIONS</b>	<b>\$11,629,709</b>	<b>\$5,995,843</b>	<b>\$5,633,866</b>	



**TOWN BUDGET, 2004**  
**COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES**  
**FOR YEAR ENDING DECEMBER 31, 2004 (CONT.)**

<u>REVENUES</u>	<b>BUDGETED REVENUE</b>	<b>ACTUAL REVENUE</b>	<b>BUDGET DEFICIT</b>	<b>BUDGET EXCESS</b>
<b>TAXES</b>				
Land Use Change Tax	\$74,475	\$163,955		\$89,490
Yield Tax	\$20,000	\$11,177	\$8,823	
Interest and Costs	\$79,000	\$105,213		\$26,213
Excavation Tax	\$240	\$42	\$198	
Excavation Activity Tax	\$0	\$0		
<b>Subtotal</b>	<b>\$173,715</b>	<b>\$280,387</b>		<b>\$106,672</b>
<b>LICENSES AND PERMITS</b>				
Motor Vehicle	\$1,000,000	\$1,571,500		\$571,500
Building & Septic	\$50,025	\$105,597		\$55,572
Other Licenses, Permits, & Fees	\$21,650	\$54,032		\$32,382
<b>Subtotal</b>	<b>\$1,071,675</b>	<b>\$1,731,128</b>		<b>\$659,453</b>
<b>STATE/FEDERAL REVENUES</b>				
Federal FEMA	\$0	\$14,186		\$14,186
Shared Revenue	\$34,308	\$50,863		\$16,555
Meals & Rooms Tax	\$182,794	\$246,315		\$63,521
Highway Block Grant	\$175,737	\$179,066		\$3,329
State/Federal Grants	\$0	\$0		
Forest/Railroad Tax	\$91	\$63	\$28	
<b>Subtotal</b>	<b>\$392,930</b>	<b>\$490,493</b>		<b>\$97,563</b>
<b>TOWN DEPARTMENTS</b>	<b>\$154,008</b>	<b>\$205,359</b>		<b>\$51,351</b>
<b>OTHER SERVICE CHARGES</b>	<b>\$25,000</b>	<b>\$52,732</b>		<b>\$27,732</b>
<b>SALE OF MUNICIPAL PROP.</b>	<b>\$500</b>	<b>\$328</b>	<b>\$172</b>	
<b>INTEREST INCOME</b>	<b>\$185,000</b>	<b>\$61,188</b>	<b>\$123,812</b>	
<b>OTHER MISC. REVENUES</b>	<b>\$0</b>	<b>\$0</b>		
<b>CAPITAL RESERVE W/D</b>	<b>\$0</b>	<b>\$80,000</b>		<b>\$80,000</b>
<b>TRUST &amp; AGENCY FUNDS</b>	<b>\$5,025</b>	<b>\$4,199</b>	<b>\$826</b>	
<b>TOTAL REVENUES</b>	<b>\$2,007,853</b>	<b>\$2,905,812</b>		<b>\$897,959</b>



**TOWN CLERK**  
**January 1, 2004 through December 31, 2004**

<b>DOG LICENSES</b>	
Received for 1,538 Dog Licenses	\$10,573.00
Received for 106 Dog Fines @ \$25.00	\$2,650.00
<b>Total</b>	<b>\$13,223.00</b>
Paid to Edward Lehoullier, Treasurer	\$13,223.00
<b>AUTOMOBILE PERMITS</b>	
Received for 10,120 Automobile Registrations	\$1,571,499.56
Paid to Edward Lehoullier, Treasurer	\$1,571,499.56
<b>MISCELLANEOUS COLLECTIONS</b>	
Received for 70 Marriage Licenses for State @ \$38.00	\$2,660.00
Received for 127 DC-MC-BC for State @ \$8.00	\$1,016.00
Received for 16 DC-MC-BC for State @ \$5.00	\$80.00
Received for Boat Permits	\$3,198.76
Received for 18 Bounced Check Fines @ \$25.00	\$450.00
Received for Mail-in Postage	\$7,619.00
Received for Election Filing Fees	\$13.00
Received for Checklist Lists	\$273.00
Received for Found Money from State Treasury	\$243.00
Received for Refund Money from TDS	\$6.98
Received for Titles, UCCS, Municipal Agent Fees, etc.	\$28,422.00
<b>Total</b>	<b>\$43,981.74</b>
Paid to Edward Lehoullier, Treasurer	\$43,981.74
Nancy Beal Jambard	
Town Clerk	

# TAX COLLECTOR'S REPORT

## DEBITS

<i>Uncollected Taxes-</i>		Prior Levies		
Beginning of Year:	2004	2003	2002	2001
Property Taxes	X	571,179.86		
Land Use Change Taxes	X	75,000.00	10,000.00	19,990.00
Yield Taxes	X	84.00		
Excavation Tax	X			

	Taxes	Committed	This Year
Property Taxes	18,166,389.00	10,184.00	
Land Use Change Taxes	383,760.00		
Yield Taxes	11,176.81		
Excavation Tax	42.00		
Return to Tax Rolls		2,212.00	5,025.00

### Overpayment

Property Taxes				
Land Use Change Tax				
Yield Taxes				
Interest-Late Taxes	68,518.42			
Costs	2,270.50			
<b>Total Debits</b>	<b>18,632,156.73</b>	<b>658,659.86</b>	<b>15,025.00</b>	<b>19,990.00</b>

**TAX COLLECTOR'S REPORT** CONT.**CREDITS**

Remitted to Treasurer	2004	Prior Levies		
		2003	2002	2001
Property Taxes	17,633,423.88	452,746.12		
Land Use Change Taxes	344,620.00	75,000.00		19,990.00
Yield Taxes	9,242.46	84.00		
Excavation Tax	42.00			
Interest	68,518.42			
Costs	2,270.50			
Conversion to Lien (Principal only)		108,659.74		

**ABATEMENTS MADE**

Property Taxes	39,777.00	22,170.00	5,025.00	
Land Use Change Taxes				
Yield Taxes				
Current Levy Deeded	309.00			

**UNCOLLECTED TAXES--END OF YEAR**

Property Taxes	492,879.12			
Land Use Change Taxes	39,140.00		10,000.00	
Yield Taxes	1,934.35			
Excavation Tax	0			
<b>TOTAL CREDITS</b>	<b>18,632,156.73</b>	<b>658,659.86</b>	<b>15,025.00</b>	<b>19,990.00</b>

**TAX COLLECTOR'S REPORT** CONT.**REDEMPTIONS***Debits*

	<b>2003</b>	<b>Prior Levies</b>		
		<b>2002</b>	<b>2001</b>	<b>2000</b>
Unredeemed Liens-Beginning of Yr.		91,480.23	52,216.38	
Liens Executed During Year	116,584.48			
Interest & Costs Collected	2,757.21	10,753.22	18,260.49	653.01
Return to Tax Rolls		2,371.60	2,053.74	1,036.98
<b>TOTAL DEBITS</b>	<b>119,341.69</b>	<b>104,605.05</b>	<b>72,530.61</b>	<b>1,689.99</b>

*Credits*

<b>REMITTED TO TREASURER</b>	<b>2003</b>	<b>Prior Levies</b>		
		<b>2002</b>	<b>2001</b>	<b>2000</b>
Redemptions	54,926.41	54,890.93	53,475.50	1,036.98
Interests & Costs Collected	2,757.21	10,753.22	18,260.49	653.01
Abatements of Unredeemed Taxes				
Liens deeded to Municipality	366.36	372.35	794.62	
Unredeemed Liens Bal. End of Year	61,291.71	38,588.55	0	0
<b>TOTAL CREDITS</b>	<b>119,341.69</b>	<b>104,605.05</b>	<b>72,530.61</b>	<b>1,689.99</b>

Respectfully Submitted,

Barbara C. Townsend

Tax Collector



## TREASURER'S REPORT TO THE TOWN OF HOLLIS

February 3, 2005

The balance of cash and cash equivalents for the Town of Hollis General Fund as of December 31, 2004 was \$6,914,645, which compares to \$8,957,387 for the year ending December 31, 2003. Interest on overnight and other short-term cash investments produced income of \$61,187.64, which compares to \$45,566.67 earned in 2003 and \$93,723.32 earned in 2002.

During 2004, the Town purchased from the Tax Collector \$116,584 in delinquent taxes and accruals, DOWN \$51,428 from \$168,012 in 2003. At December 31, 2004, the amount of unpaid taxes was \$492,879, \$0 and \$0 for the years 2004, 2003 and 2002 respectively. (See the Tax Collector's Report for specific details.)

For the eleventh year in a row, the Town incurred no short-term borrowing costs associated with the issuance of Tax Anticipation Notes.

### Delinquent Taxes Purchased From the Tax Collector

2004	\$116,584
2003	\$168,012
2002	\$155,988
2001	\$142,770

DELINQUENT	TAXES OUTSTANDING	FOR YEAR-END	2004
	2004	2003	2002
2004	\$492,879	\$571,180	----
2003	----	\$91,480	\$646,667
2002	----	\$52,216	\$90,092
2001	----	----	\$36,609
2000	----	----	----
1999	----	----	----
Total	\$492,879	\$714,876	\$773,368

Respectfully Submitted,  
Edward Lehoullier, Treasurer

**STATEMENT OF BONDED DEBT**  
**TOWN OF HOLLIS, NEW HAMPSHIRE**  
**AS OF DECEMBER 31, 2004**  
**ANNUAL MATURITIES OF OUTSTANDING DEBT**

<b>I. Police Station Bonds</b>		<b>Amortization Schedule</b>	
(General Obligation Bonds)			
Issue Date:	1987		
Initial Indebtedness:	\$535,000		
Interest Rate:	Variable	<b>Year of Maturity</b>	<b>Maturity Amount*</b>
		2005	\$25,000
		2006	\$25,000
		2007	\$25,000
		<b>Balance Due at 12/31/04</b>	<b>\$75,000</b>
<b>II. Open Land Purchase</b>			
(General Obligation Bonds )		<b>Amortization Schedule</b>	
Issue Date:	2003		
Initial Indebtedness:	\$1,800,500		
Interest Rate:	3.70%	<b>Year of Maturity</b>	<b>Maturity Amount*</b>
		2005	\$115,500
		2006	\$125,000
		2007	\$125,000
		2008	\$125,000
		2009	\$125,000
		2010	\$120,000
		2011	\$120,000
		2012	\$120,000
		2013	\$120,000
		2014	\$120,000
		2015	\$120,000
		2016	\$120,000
		2017	\$120,000
		2018	\$115,000
		2019	\$110,000
		<b>Balance Due at 12/31/04</b>	<b>\$1,800,500</b>
*exclusive of interest			

**STATEMENT OF BONDED DEBT**  
**TOWN OF HOLLIS, NEW HAMPSHIRE**  
AS OF DECEMBER 31, 2004  
**ANNUAL MATURITIES OF OUTSTANDING DEBT**  
CONT.

<b>III. Open Land Purchase &amp; Cemetery Land Purchase</b>			
(General Obligation Bonds )		Amortization Schedule	
Issue Date:	2004		
Initial Indebtedness:	\$2,973,960		
Interest Rate:	3-3.75%	<b>Year of Maturity</b>	<b>Maturity Amount*</b>
		2005	\$173,960
		2006	\$200,000
		2007	\$200,000
		2008	\$200,000
		2009	\$200,000
		2010	\$200,000
		2011	\$200,000
		2012	\$200,000
		2013	\$200,000
		2014	\$200,000
		2015	\$200,000
		2016	\$200,000
		2017	\$200,000
		2018	\$200,000
		2019	\$200,000
		<b>Balance Due at 12/31/04</b>	
			<b>\$2,973,960</b>
*exclusive of interest			

**POLICE PRIVATE DETAILS SPECIAL REVENUE FUND**

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2004 and 2003

<b>REVENUES</b>	<b>2004</b>	<b>2003</b>
Police Detail Income	\$33,145	\$26,074
Bank Interest Income	\$180	\$87
<b>Total Revenues</b>	<b>\$33,326</b>	<b>\$26,161</b>
<b>EXPENDITURES</b>		
Police Details	\$33,791	\$26,479
Miscellaneous	\$0	\$0
<b>Total Expenditures</b>	<b>\$33,791</b>	<b>\$26,479</b>
Excess (deficiency) of Revenues over (under) Expenditures	(\$465)	(\$318)
Fund Balance, January 1	\$10,723	\$11,042
Fund Balance, December 31	\$10,259	\$10,723

## CONSERVATION FUND

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2004 and 2003

REVENUES	2004	2003
Pool Interest Income	\$2,021	\$3,658
Bank Interest Income	\$1,044	\$1,664
Preferred Account Interest Income	\$0	\$0
Land Use Change Tax	\$219,805	\$72,030
Town Appropriation	\$9,000	\$19,000
Grants	\$0	\$0
Donations	\$0	\$0
Forest View Greenway	\$0	\$0
<b>Total Revenues</b>	<b>\$231,870</b>	<b>\$96,352</b>
<b>EXPENDITURES</b>		
<i>Non-Land</i>		
Supplies and Equipment	\$59	\$187
Postage	\$0	\$0
Dues and Publications	\$0	\$362
Public Notices	\$30	\$0
Seminars	\$580	\$340
Educational Materials	\$0	\$0
NHACC Annual Meeting	\$0	\$153
Maps and Mapping	\$170	\$0
Bank Charges	\$0	\$0
Other	\$546	\$296
<i>Land</i>		
Legal Fees	\$4,210	\$874
Surveys	\$0	\$2,348
Appraisals	\$0	\$4,100
Studies	\$0	\$1,500
Land Acquisition	\$350,000	\$150,000
<b>Total Expenditures</b>	<b>\$355,595</b>	<b>\$160,159</b>
Excess (deficiency) of Revenues over (under) Expenditures	(\$123,726)	(\$63,807)
Fund Balance, January 1	\$631,851	\$695,658
Fund Balance, December 31	\$508,125	\$631,851



# OLD HOME DAY SPECIAL REVENUE FUND

Statements of Revenues, Expenditures, and Changes in Fund Balance

For the fiscal years ended December 31, 2004 and 2003

REVENUES	2004	2003
Town Appropriation	\$10,000	\$10,000
Donations	\$3,640	\$3,046
Vendors	\$1,830	\$1,705
Buttons for Balloon Rides	\$0	\$0
BBQ Tickets	\$3,591	\$4,738
Balloon Rides	\$0	\$0
T-Shirts	\$907	\$1,857
Concession Rides	\$938	\$2,121
Calendar 2000	\$0	\$0
Daily Interest	\$59	\$47
Sale of Merchandise	\$0	\$102
Silent Auction	\$2,185	\$2,006
Bike Raffle	\$0	\$0
T-Ball Ride	\$40	\$665
Sponsorship	\$0	\$0
Miscellaneous	\$278	\$625
<b>Total Revenues</b>	<b>\$23,467</b>	<b>\$26,912</b>
EXPENDITURES		
T-Shirts	\$964	\$1,018
Printing	\$1,150	\$1,619
Postage	\$382	\$578
Signs/Banners	\$0	\$275
Chicken Barbeque	\$1,878	\$1,992
Entertainment (Music)	\$700	\$925
Fireworks	\$10,000	\$10,000
Rentals	\$3,069	\$3,253
Sound System	\$1,600	\$1,450
Police Details	\$1,845	\$1,831
DPW Hours	\$1,644	\$1,545
Entertainment (Performers)	\$225	\$875
Balloon Rides	\$0	\$0
Silent Auction	\$0	\$0
Parade	\$829	\$1,950
Demonstrators	\$524	\$399
Miscellaneous	\$630	\$873
<b>Total Expenditures</b>	<b>\$25,440</b>	<b>\$28,583</b>
Excess (deficiency) of Revenues over (under) Expenditures	(\$1,972)	-\$1,671
Fund Balance, January 1	\$9,537	\$11,208
Fund Balance, December 31	\$7,565	\$9,537

**AMBULANCE FEE SPECIAL REVENUE FUND**  
 Statements of Revenues, Expenditures, and Changes in Fund Balance  
 For the fiscal years ended December 31, 2004 and 2003

<b>REVENUES</b>	<b>2004</b>	<b>2003</b>
Insurance Billing	\$90,759	\$83,296
Interest Income	\$1,083	\$434
Trust Income	\$532	\$1,053
<b>Total Revenues</b>	<b>\$92,374</b>	<b>\$84,784</b>
<b>EXPENDITURES</b>		
Ambulance Purchase	\$0	\$0
Ambulance expendable supplies	\$20,862	\$17,442
Ambulance training	\$2,380	\$3,598
Ambulance Services	\$6,993	\$7,047
Comstar Billing Fees	\$6,462	\$5,879
<b>Total Expenditures</b>	<b>\$36,697</b>	<b>\$33,966</b>
Excess (deficiency) of Revenues over (under) Expenditures	\$55,677	\$50,818
Fund Balance, January 1	\$129,202	\$78,385
Fund Balance, December 31	\$184,880	\$129,202

**CHARLES J. NICHOLS FUND**

Financial Report 2004

The present membership on the Governing Committee of the Nichols Fund, established in 1985 and amended May 10, 1989, consists of: Town of Hollis Recreation Commission; Shirley Cohen, Beaver Brook Association; Richard R. Husk, Charles J. Nichols Fund; Cheryl Beaudry, Louise King, Representatives at Large; and Richard Walker, Selectmen's Representative.

<b><u>MONEY MARKET ACCOUNT</u></b>			
Beginning Balance 12/31/03		\$9,865.26	
Receipts:			
Interest Earned	\$10.19		
Nichols Trust Payments	\$4,666.70		
Gift-Private Donations	\$1,500.00		
Transfer in B. of NH Passbook			
		\$16,042.15	
Payments:			
Dutton's Lawn Care	(\$13,115.00)		
Bank Charges	(\$20.00)		
		(\$13,135.00)	
<b>Ending Balance 12/31/04</b>			<b><u>\$2,907.15</u></b>
<b><u>PASSBOOK ACCOUNT</u></b>			
Beginning Balance 12/31/03	\$33,799.77		
Receipts:			
Interest Earned	\$84.83		
Payments:			
Transfer to Checking Account	\$0.00		
<b>Ending Balance 12/31/04</b>			<b><u>\$33,884.60</u></b>

## FOREST MAINTENANCE FUND

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2004 and 2003

REVENUES		2004	2003
Proceeds from Town Forest		\$0	\$0
Interest Income		\$127	\$88
<b>Total Revenues</b>		<b>\$127</b>	<b>\$88</b>
<b>EXPENDITURES</b>			
Current		\$0	\$3,902
<b>Total Expenditures</b>		<b>\$0</b>	<b>\$3,902</b>
Excess (deficiency) of Revenues over (under) Expenditures		\$127	-\$3,815
Fund Balance, January 1		\$21,795	\$25,610
Fund Balance, December 31		\$21,922	\$21,795

## HERITAGE FUND

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2004 and 2003

REVENUES		2004	2003
Donations		\$69,575	\$6,564
Interest Income		\$139	\$44
Town Appropriation		\$2,891	\$0
Proceeds from Old Home Day		\$0	\$0
Misc. Merchandise Sales		\$0	\$0
<b>Total Revenues</b>		<b>\$72,605</b>	<b>\$6,608</b>
<b>EXPENDITURES</b>			
Trailer Purchase		\$0	\$0
Public Awareness		\$0	\$0
Supplies		\$0	\$0
Conference & Seminars		\$45	\$0
OHD Registration		\$20	\$70
Dues & Publications		\$50	\$165
Equipment		\$0	\$0
Miscellaneous Lawrence Barn		\$7,409	\$9,655
Miscellaneous		\$451	\$521
<b>Total Expenditures</b>		<b>\$7,974</b>	<b>\$10,411</b>
Excess (deficiency) of Revenues over (under) Expenditures		\$64,631	-\$3,802
Fund Balance, January 1		\$10,127	\$13,929
Fund Balance, December 31		\$74,757	\$10,127

## ZYLONIS FUND

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2004 and 2003

REVENUES	2004	2003
Trust Income	\$1,603	\$3,173
Bank Interest Income	\$10	\$6
<b>Total Revenues</b>	<b>\$1,613</b>	<b>\$3,179</b>
<b>EXPENDITURES</b>		
Bank Fees	\$0	\$0
Airfare to Lithuania	\$0	\$0
Teaching Supplies	\$0	\$0
Shipping	\$0	\$0
Computer/Accessories	\$0	\$0
Scholarship	\$2,000	\$3,200
Miscellaneous	\$0	\$0
<b>Total Expenditures</b>	<b>\$2,000</b>	<b>\$3,200</b>
Excess (deficiency) of Revenues over (under) Expenditures	(\$387)	(\$21)
Fund Balance, January 1	\$1,954	\$1,975
Fund Balance, December 31	\$1,567	\$1,954

## TOWN OF HOLLIS AND HOLLIS NICHOLS FUND INCOME PAYMENTS

NAME OF FUND	Adjusted Balance 12/31/03	Income Percentage for 2004	Income Payment 3/31/04	Income Payment 6/30/04	Income Payment 9/30/04	Income Payment 12/31/04	Total for Year 2004
High School	135,348.03	27.17%	906.32	1,786.42	974.05	0.00	3,666.79
R E Wheeler	23,446.19	4.71%	157.00	309.46	168.73	0.00	635.19
School Systems	4,547.74	0.91%	30.45	60.02	32.73	0.00	123.20
Library	57,657.98	11.57%	386.09	761.01	414.94	0.00	1,562.04
C Zylonis-Lithuanian	59,177.32	11.88%	396.26	781.07	425.88	0.00	1,603.21
General Cemetery	143,110.15	28.73%	958.30	1,888.87	1,029.91	0.00	3,877.08
Viola Brocklebank-Cemetery	4,665.20	0.94%	31.24	61.57	33.57	0.00	126.38
Welfare	4,942.25	0.99%	33.09	65.23	35.57	0.00	133.89
Recreation Funds	2,257.47	0.45%	15.12	29.80	16.25	0.00	61.17
Ambulance Funds	19,642.83	3.94%	131.54	259.27	141.36	0.00	532.17
<b>SUB TOTAL</b>	<b>454,795.16</b>	<b>91.30%</b>	<b>3,045.41</b>	<b>6,002.72</b>	<b>3,272.99</b>	<b>0.00</b>	<b>12,321.12</b>
Jane Ballard Memorial Fund Transfer	43,330.68	8.70%	205.11	404.28	220.43	0.00	829.82
<b>TOTALS</b>	<b>498,125.84</b>	<b>100.00%</b>	<b>3,250.52</b>	<b>6,407.00</b>	<b>3,493.42</b>	<b>0.00</b>	<b>13,150.94</b>
Nichols Fund Transfer		25.00%	502.82	154.98	589.03	308.72	1,555.55
Nichols Fund Disbursement		75.00%	1508.46	464.95	1,767.11	926.18	4,666.70



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Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested	Balance Beginning of Year	New Funds Created	Gains or (Losses) Sale of Securities	Capital Gain	Balance End of Year	Balance Beginning of Year	Income Received	Expenses During Year	Balance End of Year	Principal Beg. Of Year Fair Value	Principal End of Year Fair Value
1873	Mary S. Farley	High School	Common Tr	27,275.63	0.00	(895.62)	0.00	26,380.01	(95.51)	1,268.97	(116.95)	286.42	33,717.76	36,291.22
1884	Samuel T. Worcester	High School	Common Tr	3,378.43	0.00	(110.93)	0.00	3,267.50	(11.84)	157.18	(14.49)	35.47	4,176.37	4,495.13
1916	Lucy E. Worcester	High School	Common Tr	1,587.42	0.00	(52.12)	0.00	1,535.30	(5.57)	73.85	(6.81)	16.65	1,962.35	2,112.13
1916	Sarah A Worcester	High School	Common Tr	1,587.42	0.00	(52.12)	0.00	1,535.30	(5.57)	73.85	(6.81)	16.65	1,962.35	2,112.13
1917	Franklin Worcester	High School	Common Tr	73,383.14	0.00	(2,409.60)	0.00	70,973.54	(257.00)	3,414.06	(314.63)	770.56	90,715.24	97,638.93
1932	Clara E Cutter	High School	Common Tr	1,428.98	0.00	(46.92)	0.00	1,382.06	(5.01)	66.48	(6.13)	14.99	1,766.49	1,901.32
1944	Emma F Van Dyke	High School	Common Tr	8,569.38	0.00	(281.38)	0.00	8,288.00	(30.00)	398.68	(36.74)	90.00	10,593.35	11,401.88
1956	Mary F Wilson	High School	Common Tr	5,715.95	0.00	(187.69)	0.00	5,528.26	(20.01)	265.93	(24.51)	60.03	7,065.99	7,605.28
1957	Henry A Wilson	High School	Common Tr	5,714.27	0.00	(187.63)	0.00	5,526.64	(19.98)	265.85	(24.50)	60.04	7,063.91	7,603.05
1967	Lucinda F Read	High School	Common Tr	1,233.04	0.00	(40.49)	0.00	1,192.55	(4.31)	57.37	(5.29)	12.96	1,524.26	1,640.60
	Sub-Total			129,873.67	0.00	(4,264.50)	0.00	125,609.17	(454.80)	6,042.22	(556.86)	1,363.77	160,548.07	172,801.67
1980	Ruth E Wheeler	Home Economics	Common Tr	22,497.87	0.00	(738.74)	0.00	21,759.13	(78.80)	1,046.69	(96.46)	236.24	27,811.56	29,934.23
1988	Memorial	Artist Program	Common Tr	43,330.68	829.82	(1,450.05)	0.00	42,710.45	1,669.88	2,054.51	(189.34)	2,705.23	53,564.80	58,757.15
	Total High School Funds			195,702.23	829.82	(6,453.29)	0.00	190,078.76	1,136.28	9,143.42	(842.66)	4,305.24	241,924.43	261,493.05
1984	Evelyn Rice Trust	School System	Common Tr	2,181.89	0.00	(71.64)	0.00	2,110.25	(7.64)	101.51	(9.35)	22.92	2,697.23	2,903.10
1984	CP & LE Brown	School System	Common Tr	2,181.89	0.00	(71.64)	0.00	2,110.25	(7.66)	101.51	(9.35)	22.90	2,697.23	2,903.10
	Total School System			4,363.79	0.00	(143.28)	0.00	4,220.51	(15.30)	203.02	(18.70)	45.82	5,394.46	5,806.20
1917	Sarah A Worcester	Hollis Library	Common Tr	793.64	0.00	(26.06)	0.00	767.58	(2.77)	36.92	(3.40)	8.34	981.08	1,055.96
1917	Franklin Worcester	Hollis Library	Common Tr	14,493.46	0.00	(475.91)	0.00	14,017.55	(50.78)	674.29	(62.14)	152.17	17,916.62	19,284.07
1918	Charles M Stratton	Hollis Library	Common Tr	285.86	0.00	(9.39)	0.00	276.47	(1.01)	13.30	(1.23)	2.99	353.38	380.35
1927	Lillian Worcester	Hollis Library	Common Tr	1,033.80	0.00	(33.95)	0.00	999.85	(3.62)	48.10	(4.43)	10.86	1,277.96	1,375.50
1931	JH & SP Cutter Mem	Hollis Library	Common Tr	457.29	0.00	(15.02)	0.00	442.27	(1.62)	21.28	(1.96)	4.79	565.30	608.44
1932	Clara Cutter	Hollis Library	Common Tr	1,429.03	0.00	(46.92)	0.00	1,382.11	(5.03)	66.48	(6.13)	14.97	1,766.55	1,901.39
1939	Joseph P Parker	Hollis Library	Common Tr	1,429.03	0.00	(46.92)	0.00	1,382.11	(5.03)	66.48	(6.13)	14.97	1,766.55	1,901.39
1944	Emma Van Dyke	Hollis Library	Common Tr	8,569.39	0.00	(281.38)	0.00	8,288.01	(30.01)	398.68	(36.74)	89.99	10,593.36	11,401.89
1950	Ruth C Goodwin	Hollis Library	Common Tr	1,429.01	0.00	(46.92)	0.00	1,382.09	(5.03)	66.48	(6.13)	14.97	1,766.53	1,901.36
1955	Silas N Spaulding	Hollis Library	Common Tr	857.45	0.00	(28.16)	0.00	829.29	(3.01)	39.89	(3.68)	8.99	1,059.97	1,140.87
1956	Mary F Wilson	Hollis Library	Common Tr	2,858.00	0.00	(93.84)	0.00	2,764.16	(10.00)	132.96	(12.25)	30.02	3,533.02	3,802.68
1957	Henry A Wilson	Hollis Library	Common Tr	5,714.30	0.00	(187.63)	0.00	5,526.67	(20.01)	265.85	(24.50)	60.01	7,063.94	7,603.09
1963	Elta M Flagg	Hollis Library	Common Tr	1,421.77	0.00	(46.69)	0.00	1,375.08	(4.99)	66.15	(6.10)	14.92	1,757.57	1,891.71
1967	Lucinda F Read	Hollis Library	Common Tr	1,233.03	0.00	(40.49)	0.00	1,192.54	(4.30)	57.37	(5.29)	12.97	1,524.25	1,640.58

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Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested	%	Balance Beginning of Year	New Funds Created	Gains or (Losses) Sale of Securities	Capital Dividends	Balance End of Year	Balance Beginning of Year	Income Received	Expenses During Year	Balance End of Year	Principal Beg. Of Year Fair Value	Principal End of Year Fair Value	
1974	Leila Parker	Hollis Library	Common Tr		578.11	0.00	(18.98)	0.00	559.13	(2.02)	26.90	(2.48)	(16.32)	6.08	714.66	769.20
1980	Daniel H Goodwin	Hollis Library	Common Tr		2,246.93	0.00	(73.78)	0.00	2,173.15	(7.88)	104.54	(9.63)	(63.44)	23.59	2,777.62	2,989.62
1987	N & P Coniaris	Hollis Library	Common Tr		10,495.80	0.00	(344.64)	0.00	10,151.16	(36.75)	488.30	(45.00)	(296.33)	110.22	12,974.77	13,965.04
	Sub-Total				55,325.91	0.00	(1,816.68)	0.00	53,509.23	(193.86)	2,573.97	(237.22)	(1,562.04)	580.85	68,393.14	73,613.14
1980	Charles Zylonis Funds	Lithuanian	Common Tr		56,783.80	0.00	(1,864.54)	0.00	54,919.26	(198.93)	2,641.80	(243.46)	(1,603.21)	596.20	70,195.36	75,552.91
					112,109.71	0.00	(3,681.22)	0.00	108,428.49	(392.79)	5,215.77	(480.68)	(3,165.25)	1,177.05	138,588.50	149,166.05
1894	To	Gifts/Perpetual Care Cemetery														
1984	Cemetery Funds		Common Tr		93,273.18	0.00	(3,062.70)	0.00	90,210.42	(145.93)	4,322.42	(399.91)	(2,568.98)	1,207.60	115,303.04	124,103.28
1985	Thelma K Pollard		Common Tr		567.25	0.00	(18.63)	0.00	548.62	(0.87)	26.39	(2.43)	(15.62)	7.47	701.22	754.74
1985	Martha O Byers		Common Tr		283.59	0.00	(9.31)	0.00	274.28	(0.43)	13.19	(1.22)	(7.81)	3.73	350.57	377.33
	Frederick A &															
1985	Barbara A Woodbury		Common Tr		141.82	0.00	(4.66)	0.00	137.16	(0.23)	6.60	(0.61)	(3.91)	1.85	175.31	188.69
1985	Edmund Liley		Common Tr		283.59	0.00	(9.31)	0.00	274.28	(0.43)	13.19	(1.22)	(7.81)	3.73	350.57	377.33
1985	Edward Anderson		Common Tr		141.82	0.00	(4.66)	0.00	137.16	(0.23)	6.60	(0.61)	(3.91)	1.85	175.31	188.69
	Keith W Merrill &															
1985	Meridith M Fait		Common Tr		567.25	0.00	(18.63)	0.00	548.62	(0.87)	26.39	(2.43)	(15.62)	7.47	701.22	754.74
1985	M Josephine Stiles		Common Tr		283.59	0.00	(9.31)	0.00	274.28	(0.43)	13.19	(1.22)	(7.81)	3.73	350.57	377.33
1985	GSP/George Sprague		Common Tr		567.25	0.00	(18.63)	0.00	548.62	(0.87)	26.39	(2.43)	(15.62)	7.47	701.22	754.74
1985	Luene L Schopen		Common Tr		283.59	0.00	(9.31)	0.00	274.28	(0.43)	13.19	(1.22)	(7.81)	3.73	350.57	377.33
1985	Stephen Chartier		Common Tr		567.25	0.00	(18.63)	0.00	548.62	(0.87)	26.39	(2.43)	(15.62)	7.47	701.22	754.74
	Arthur & mary Jane															
1985	Veiga		Common Tr		567.25	0.00	(18.63)	0.00	548.62	(0.87)	26.39	(2.43)	(15.62)	7.47	701.22	754.74
1985	Mary D Williams		Common Tr		141.82	0.00	(4.66)	0.00	137.16	(0.23)	6.60	(0.61)	(3.91)	1.85	175.31	188.69
	Charles & Francine L															
1986	Howe		Common Tr		516.96	0.00	(16.97)	0.00	499.99	(0.81)	24.05	(2.22)	(14.24)	6.78	639.06	687.85
	Francis W & Barbara															
1986	Wood		Common Tr		516.96	0.00	(16.97)	0.00	499.99	(0.81)	24.05	(2.22)	(14.24)	6.78	639.06	687.85
	Charles M & Sylvia															
1986	Raymond		Common Tr		1,033.91	0.00	(33.95)	0.00	999.96	(1.59)	48.10	(4.43)	(28.52)	13.56	1,278.11	1,375.65
1986	Leo & Evelyn Lutz		Common Tr		516.96	0.00	(16.97)	0.00	499.99	(0.81)	24.05	(2.22)	(14.24)	6.78	639.06	687.85
1986	Sheila Richardson		Common Tr		516.96	0.00	(16.97)	0.00	499.99	(0.81)	24.05	(2.22)	(14.24)	6.78	639.06	687.85
1986	Bernice Frost		Common Tr		1,033.91	0.00	(33.95)	0.00	999.96	(1.59)	48.10	(4.43)	(28.48)	13.60	1,278.11	1,375.65
1986	Elizabeth Woods		Common Tr		387.73	0.00	(12.73)	0.00	375.00	(0.62)	18.04	(1.66)	(10.68)	5.08	479.30	515.89

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Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested	Balance Beginning of Year	New Funds Created	Gains or (Losses)		Balance End of Year	Income Received	Expenses During Year	Balance End of Year	Principal	
						Sale of Securities	Capital Gain					Beg. Of Year Fair Value	End of Year Fair Value
1986	Betty Jare Murry		Common Tr	516.96	0.00	(16.97)	0.00	499.99	(0.81)	(2.22)	(14.24)	639.06	687.85
1986	Lloyd Mack		Common Tr	129.24	0.00	(4.24)	0.00	125.00	(0.21)	(0.55)	(3.56)	159.76	171.96
1986	Daniel W Fawcett		Common Tr	129.24	0.00	(4.24)	0.00	125.00	(0.21)	(0.55)	(3.56)	159.76	171.96
	Harold R & Dorothy												
1987	Warren		Common Tr	198.83	0.00	(6.53)	0.00	192.30	(0.30)	(0.85)	(5.48)	245.79	264.54
1987	George & Ruth Clark		Common Tr	99.41	0.00	(3.26)	0.00	96.15	(0.15)	(0.43)	(2.74)	122.89	132.27
	Charles E and Nancy												
1987	L Bell		Common Tr	397.66	0.00	(13.06)	0.00	384.60	(0.60)	(1.71)	(10.95)	491.59	529.10
	Lawrence & Carolyn												
1987	Lingley		Common Tr	198.83	0.00	(6.53)	0.00	192.30	(0.30)	(0.85)	(5.48)	245.79	264.54
	Ralph & Kathryn												
1987	Hardy		Common Tr	298.26	0.00	(9.79)	0.00	288.47	(0.44)	(1.28)	(8.21)	368.70	396.84
	Bertrand & &												
1987	Jacqueline W Sommer		Common Tr	397.66	0.00	(13.06)	0.00	384.60	(0.60)	(1.71)	(10.95)	491.59	529.10
1987	Bosquet		Common Tr	397.66	0.00	(13.06)	0.00	384.60	(0.60)	(1.71)	(10.95)	491.59	529.10
	Richard A & Debra L												
1987	Hardy		Common Tr	397.66	0.00	(13.06)	0.00	384.60	(0.60)	(1.71)	(10.95)	491.59	529.10
	Joseph W & Batara S												
1987	Rock		Common Tr	397.66	0.00	(13.06)	0.00	384.60	(0.60)	(1.71)	(10.95)	491.59	529.10
1987	Richard E Duncan		Common Tr	99.41	0.00	(3.26)	0.00	96.15	(0.15)	(0.43)	(2.74)	122.89	132.27
	Louis A & Eunice B												
1987	Ovens		Common Tr	795.30	0.00	(26.11)	0.00	769.19	(1.22)	(3.41)	(21.90)	983.13	1,058.18
1987	Kathleen F Fowler		Common Tr	298.26	0.00	(9.79)	0.00	288.47	(0.44)	(1.28)	(8.21)	368.70	396.84
1988	Edmund Liley		Common Tr	86.64	0.00	(2.85)	0.00	83.79	(0.13)	(0.37)	(2.39)	107.11	115.28
	Kenneth R & Beatrice												
1988	I Bennett		Common Tr	519.82	0.00	(17.07)	0.00	502.75	(0.81)	(2.23)	(14.32)	642.60	691.64
	Charles C., Jr & Lucie												
1988	B Beebe		Common Tr	346.55	0.00	(11.38)	0.00	335.17	(0.54)	(1.49)	(9.54)	428.40	461.09
1988	Richard J Bearce		Common Tr	693.66	0.00	(22.78)	0.00	670.88	(1.09)	(2.97)	(19.11)	857.49	922.93
	Leon D., Jr & Martha												
1989	W Davis		Common Tr	346.02	0.00	(11.36)	0.00	334.66	(0.53)	(1.48)	(9.53)	427.74	460.39
1989	Judith J Kelley		Common Tr	346.02	0.00	(11.36)	0.00	334.66	(0.53)	(1.48)	(9.53)	427.74	460.39
1989	Paul & Janet Fimbel		Common Tr	346.02	0.00	(11.36)	0.00	334.66	(0.53)	(1.48)	(9.53)	427.74	460.39
1989	Helen M Walters		Common Tr	86.53	0.00	(2.84)	0.00	83.69	(0.14)	(0.37)	(2.38)	106.97	115.13
1989	Marilyn Widhe		Common Tr	173.00	0.00	(5.68)	0.00	167.32	(0.26)	(0.74)	(4.76)	213.86	230.18
1989	Arthur Whitty		Common Tr	346.02	0.00	(11.36)	0.00	334.66	(0.53)	(1.48)	(9.53)	427.74	460.39



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Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested	%	Balance Beginning of Year	New Funds Created	Gains or (Losses) Sale of Securities	Capital Gain	Balance End of Year	Income Received	Expenses During Year	Balance End of Year	Principal Beg. Of Year Fair Value	Principal End of Year Fair Value
1989	Lydia Schellenberg		Common Tr		173.00	0.00	(5.68)	0.00	167.32	8.05	(0.74)	(4.76)	213.86	230.18
1989	Elizabeth G & Richard B Drisko		Common Tr		346.02	0.00	(11.36)	0.00	334.66	16.10	(1.48)	(9.53)	427.74	460.39
1989	Barbara Spaulding													
1989	Hatfield		Common Tr		692.05	0.00	(22.72)	0.00	669.33	32.20	(2.97)	(19.06)	855.50	920.80
1990	Howard & Joan Cole		Common Tr		329.85	0.00	(10.83)	0.00	319.02	15.35	(1.41)	(9.08)	407.76	438.88
1990	Lonmer Graves		Common Tr		329.85	0.00	(10.83)	0.00	319.02	15.35	(1.41)	(9.08)	407.76	438.88
1990	Donald Jacobs		Common Tr		329.85	0.00	(10.83)	0.00	319.02	15.35	(1.41)	(9.08)	407.76	438.88
1990	Anne M Jacobs		Common Tr		329.85	0.00	(10.83)	0.00	319.02	15.35	(1.41)	(9.08)	407.76	438.88
1990	Jason Crook		Common Tr		329.85	0.00	(10.83)	0.00	319.02	15.35	(1.41)	(9.08)	407.76	438.88
1990	Josey McMillan		Common Tr		659.71	0.00	(21.66)	0.00	638.05	30.69	(2.83)	(18.17)	815.53	877.77
1990	Dana Goodwin		Common Tr		329.85	0.00	(10.83)	0.00	319.02	15.35	(1.41)	(9.08)	407.76	438.88
1990	Reginald Chamberlain		Common Tr		329.85	0.00	(10.83)	0.00	319.02	15.35	(1.41)	(9.08)	407.76	438.88
1990	Rodman L Leavell		Common Tr		329.85	0.00	(10.83)	0.00	319.02	15.35	(1.41)	(9.08)	407.76	438.88
1991	Celeste Racine		Common Tr		163.22	0.00	(5.36)	0.00	157.86	7.59	(0.70)	(4.50)	201.77	217.17
1991	George Wright		Common Tr		326.41	0.00	(10.72)	0.00	315.69	15.19	(1.40)	(8.99)	403.51	434.30
1991	Robert Giddens		Common Tr		163.22	0.00	(5.36)	0.00	157.86	7.59	(0.70)	(4.50)	201.77	217.17
1991	Dorothy Colson		Common Tr		326.41	0.00	(10.72)	0.00	315.69	15.19	(1.40)	(8.99)	403.51	434.30
1991	David Wheeler		Common Tr		81.60	0.00	(2.68)	0.00	78.92	3.80	(0.35)	(2.25)	100.87	108.57
1991	Dale Brewer		Common Tr		81.60	0.00	(2.68)	0.00	78.92	3.80	(0.35)	(2.25)	100.87	108.57
1991	Town of Hollis		Common Tr		326.41	0.00	(10.72)	0.00	315.69	15.19	(1.40)	(8.99)	403.51	434.30
1992	Frank Hoffman		Common Tr		317.40	0.00	(10.42)	0.00	306.98	14.77	(1.36)	(8.74)	392.37	422.32
1992	Steven Sacherski		Common Tr		317.40	0.00	(10.42)	0.00	306.98	14.77	(1.36)	(8.74)	392.37	422.32
1992	Daniel Lorden		Common Tr		317.40	0.00	(10.42)	0.00	306.98	14.77	(1.36)	(8.74)	392.37	422.32
1992	Raymond Lorden, Sr.		Common Tr		317.40	0.00	(10.42)	0.00	306.98	14.77	(1.36)	(8.74)	392.37	422.32
1992	Raymond Lorden, Jr.		Common Tr		317.40	0.00	(10.42)	0.00	306.98	14.77	(1.36)	(8.74)	392.37	422.32
1992	Bradford Wild		Common Tr		317.40	0.00	(10.42)	0.00	306.98	14.77	(1.36)	(8.74)	392.37	422.32
1993	Leo Ballou		Common Tr		151.90	0.00	(4.99)	0.00	146.91	7.07	(0.65)	(4.18)	187.78	202.11
1993	Thomas McCartney		Common Tr		303.81	0.00	(9.98)	0.00	293.83	14.13	(1.30)	(8.37)	375.57	404.22
1993	Ralph Mores		Common Tr		303.81	0.00	(9.98)	0.00	293.83	14.13	(1.30)	(8.37)	375.57	404.22
1993	Rev. John Terry		Common Tr		303.81	0.00	(9.98)	0.00	293.83	14.13	(1.30)	(8.37)	375.57	404.22
1994	Gerald Hornik		Common Tr		321.73	0.00	(10.56)	0.00	311.17	14.97	(1.38)	(8.86)	397.72	428.08
1994	Robert Rumbach		Common Tr		643.47	0.00	(21.13)	0.00	622.34	29.94	(2.76)	(17.72)	795.45	856.16
1994	James Copley		Common Tr		321.73	0.00	(10.56)	0.00	311.17	14.97	(1.38)	(8.86)	397.72	428.08
1994	Judith Ingram		Common Tr		321.73	0.00	(10.56)	0.00	311.17	14.97	(1.38)	(8.86)	397.72	428.08
1994	Everett Colburn		Common Tr		321.73	0.00	(10.56)	0.00	311.17	14.97	(1.38)	(8.86)	397.72	428.08



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1994	Ogrodowczyk Family		Common Tr	321.73	0.00	(10.56)	0.00	311.17	14.97	(1.38)	4.25	397.72	428.08
1994	Charles Lewis		Common Tr	160.86	0.00	(5.28)	0.00	155.58	7.48	(0.69)	2.11	198.85	214.03
1995	Julis Kanterovich		Common Tr	287.33	0.00	(9.43)	0.00	277.90	13.37	(1.23)	3.79	355.19	382.31
	Arthur & Margaret												
1995	Stewart		Common Tr	287.33	0.00	(9.43)	0.00	277.90	13.37	(1.23)	3.79	355.19	382.31
	James & Susan												
1995	Flaherty		Common Tr	574.59	0.00	(18.87)	0.00	555.72	26.73	(2.46)	7.53	710.30	764.51
1995	Fred & Leona Allen		Common Tr	143.66	0.00	(4.72)	0.00	138.94	6.68	(0.62)	1.89	177.59	191.14
1995	Sal & Lois Magriano		Common Tr	143.66	0.00	(4.72)	0.00	138.94	6.68	(0.62)	1.89	177.59	191.14
	Thomas & Nancy												
1995	McHugh		Common Tr	287.33	0.00	(9.43)	0.00	277.90	13.37	(1.23)	3.79	355.19	382.31
	David & Brenda												
1995	Gibson		Common Tr	287.33	0.00	(9.43)	0.00	277.90	13.37	(1.23)	3.79	355.19	382.31
1995	Paul & Janet Fimbel		Common Tr	287.33	0.00	(9.43)	0.00	277.90	13.37	(1.23)	3.79	355.19	382.31
1995	Ruth Howe		Common Tr	287.33	0.00	(9.43)	0.00	277.90	13.37	(1.23)	3.79	355.19	382.31
	Edmund & Jane												
1995	Dickerman		Common Tr	143.66	0.00	(4.72)	0.00	138.94	6.68	(0.62)	1.89	177.59	191.14
	Edmund & Jane												
1995	Dickerman		Common Tr	143.66	0.00	(4.72)	0.00	138.94	6.68	(0.62)	1.89	177.59	191.14
1995	Barry J Reed		Common Tr	287.33	0.00	(9.43)	0.00	277.90	13.37	(1.23)	3.79	355.19	382.31
1996	Arden A & Mary Post		Common Tr	287.81	0.00	(9.45)	0.00	278.36	13.39	(1.23)	3.78	355.79	382.94
1996	Robert Christiansen		Common Tr	143.89	0.00	(4.72)	0.00	139.17	6.69	(0.62)	1.91	177.87	191.46
1996	Edward Gaudet		Common Tr	575.61	0.00	(18.90)	0.00	556.71	26.78	(2.47)	7.56	711.56	765.87
1996	Janice Dudgee		Common Tr	143.89	0.00	(4.72)	0.00	139.17	6.69	(0.62)	1.91	177.87	191.46
1996	Richard Dewhurst		Common Tr	287.81	0.00	(9.45)	0.00	278.36	13.39	(1.23)	3.78	355.79	382.94
1996	Michael Bosworth		Common Tr	71.96	0.00	(2.36)	0.00	69.60	3.35	(0.31)	0.93	88.96	95.75
	Diane Ekstrom &												
1996	Robert Bennett		Common Tr	71.96	0.00	(2.36)	0.00	69.60	3.35	(0.31)	0.93	88.96	95.75
1996	Robert Eastmen		Common Tr	71.96	0.00	(2.36)	0.00	69.60	3.35	(0.31)	0.93	88.96	95.75
	Robert & Monica												
1997	Christiansen		Common Tr	142.43	0.00	(4.68)	0.00	137.75	6.63	(0.61)	1.90	176.07	189.50
	Richard & Asta												
1997	Tolstrup		Common Tr	142.43	0.00	(4.68)	0.00	137.75	6.63	(0.61)	1.90	176.07	189.50
1997	Fredrick Burant		Common Tr	284.87	0.00	(9.35)	0.00	275.52	13.25	(1.22)	3.74	352.15	379.04
1997	Joyce Bowron		Common Tr	142.43	0.00	(4.68)	0.00	137.75	6.63	(0.61)	1.90	176.07	189.50

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1997	Daniel & Linda McFarland		Common Tr		284.87	0.00	(9.35)	0.00	275.52	(0.44)	13.25	(1.22)	(7.85)	3.74	352.15	379.04
1999	Edmund Murphy & Linda/Lock Bertram		Common Tr		538.94	0.00	(17.70)	0.00	521.24	(0.81)	25.07	(2.31)	(14.84)	7.11	666.23	717.07
1999	Leo & Beatrice Daley		Common Tr		134.73	0.00	(4.42)	0.00	130.31	(0.23)	6.27	(0.58)	(3.71)	1.75	166.55	179.27
1999	Stephen & Patricia Davidson		Common Tr		134.73	0.00	(4.42)	0.00	130.31	(0.23)	6.27	(0.58)	(3.71)	1.75	166.55	179.27
1999	Thomas & Nancy Jambard		Common Tr		269.47	0.00	(8.85)	0.00	260.62	(0.41)	12.54	(1.16)	(7.42)	3.55	333.12	358.54
1999	Robert & Gail Jellison		Common Tr		269.47	0.00	(8.85)	0.00	260.62	(0.41)	12.54	(1.16)	(7.42)	3.55	333.12	358.54
1999	Stephen & Kay Custeau		Common Tr		134.73	0.00	(4.42)	0.00	130.31	(0.23)	6.27	(0.58)	(3.71)	1.75	166.55	179.27
1999	Ron & Kathy Jean & Ken & Ten Savage		Common Tr		269.47	0.00	(8.85)	0.00	260.62	(0.41)	12.54	(1.16)	(7.42)	3.55	333.12	358.54
1999	Mary Kay Stewart		Common Tr		269.47	0.00	(8.85)	0.00	260.62	(0.41)	12.54	(1.16)	(7.42)	3.55	333.12	358.54
1999	Patrick & Virginia Grady		Common Tr		269.47	0.00	(8.85)	0.00	260.62	(0.41)	12.54	(1.16)	(7.42)	3.55	333.12	358.54
1999	Carl Clark		Common Tr		67.36	0.00	(2.21)	0.00	65.15	(0.11)	3.13	(0.29)	(1.86)	0.87	83.27	89.63
1999	Melva Wright		Common Tr		134.73	0.00	(4.42)	0.00	130.31	(0.23)	6.27	(0.58)	(3.71)	1.75	166.55	179.27
1999	Larry Landry		Common Tr		67.36	0.00	(2.21)	0.00	65.15	(0.11)	3.13	(0.29)	(1.86)	0.87	83.27	89.63
1999	Patrick & Virginia Grady		Common Tr		134.73	0.00	(4.42)	0.00	130.31	(0.23)	6.27	(0.58)	(3.71)	1.75	166.55	179.27
1999	John & Jean Maguire		Common Tr		269.47	0.00	(8.85)	0.00	260.62	(0.41)	12.54	(1.16)	(7.42)	3.55	333.12	358.54
1999	Donna Wright		Common Tr		67.36	0.00	(2.21)	0.00	65.15	(0.11)	3.13	(0.29)	(1.86)	0.87	83.27	89.63
1999	Rose St. Amant		Common Tr		134.73	0.00	(4.42)	0.00	130.31	(0.23)	6.27	(0.58)	(3.71)	1.75	166.55	179.27
1999	Antoinette & Roland Lacroix		Common Tr		135.02	0.00	(4.43)	0.00	130.59	(0.23)	6.28	(0.58)	(3.72)	1.75	166.91	179.65
1999	Ernest & Evelyn Beaudon		Common Tr		67.51	0.00	(2.22)	0.00	65.29	(0.11)	3.14	(0.29)	(1.86)	0.88	83.45	89.82
1999	Terese Murphy		Common Tr		135.02	0.00	(4.43)	0.00	130.59	(0.23)	6.28	(0.58)	(3.72)	1.75	166.91	179.65
1999	George & Marjorie Thompson		Common Tr		135.02	0.00	(4.43)	0.00	130.59	(0.23)	6.28	(0.58)	(3.72)	1.75	166.91	179.65
1999	Jennifer Scott Nelson		Common Tr		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1999	Charles & Patricia Parker		Common Tr		135.02	0.00	(4.43)	0.00	130.59	(0.23)	6.28	(0.58)	(3.72)	1.75	166.91	179.65

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1999	Steven & Cecelia Sacherski		Common Tr		540.04	0.00	(17.73)	0.00	522.31	(0.92)	25.12	(2.32)	7.01	667.59	718.55
1999	Edmund Liley		Common Tr		135.02	0.00	(4.43)	0.00	130.59	(0.23)	6.28	(0.58)	1.75	166.91	179.65
2000	William T Hunter		Common Tr		267.07	0.00	(8.77)	0.00	258.30	(0.48)	12.43	(1.15)	3.44	330.15	355.35
2000	Evelyn Muzzey		Common Tr		267.07	0.00	(8.77)	0.00	258.30	(0.48)	12.43	(1.15)	3.44	330.15	355.35
2000	John & Ann Hurley		Common Tr		133.54	0.00	(4.38)	0.00	129.16	(0.24)	6.21	(0.57)	1.72	165.08	177.69
2000	Joseph & Caaren LeStrange		Common Tr		133.54	0.00	(4.38)	0.00	129.16	(0.24)	6.21	(0.57)	1.72	165.08	177.69
2000	C Woodbury & Frances Bell		Common Tr		267.07	0.00	(8.77)	0.00	258.30	(0.48)	12.43	(1.15)	3.44	330.15	355.35
2000	Larry Clouse		Common Tr		267.07	0.00	(8.77)	0.00	258.30	(0.48)	12.43	(1.15)	3.44	330.15	355.35
2000	Madilyn Moody		Common Tr		267.07	0.00	(8.77)	0.00	258.30	(0.48)	12.43	(1.15)	3.44	330.15	355.35
2000	John & Patricia Montesi		Common Tr		400.60	0.00	(13.15)	0.00	387.45	(0.69)	18.64	(1.72)	5.20	495.22	533.02
2000	Pauline Jonis		Common Tr		267.07	0.00	(8.77)	0.00	258.30	(0.48)	12.43	(1.15)	3.44	330.15	355.35
2000	Lisa Dimare		Common Tr		267.07	0.00	(8.77)	0.00	258.30	(0.48)	12.43	(1.15)	3.44	330.15	355.35
2000	Robert Houvener		Common Tr		267.07	0.00	(8.77)	0.00	258.30	(0.48)	12.43	(1.15)	3.44	330.15	355.35
2000	Marie-Rose Houvener		Common Tr		267.07	0.00	(8.77)	0.00	258.30	(0.48)	12.43	(1.15)	3.44	330.15	355.35
2000	Kluis		Common Tr		267.07	0.00	(8.77)	0.00	258.30	(0.48)	12.43	(1.15)	3.44	330.15	355.35
2000	Norman B Storrs		Common Tr		267.07	0.00	(8.77)	0.00	258.30	(0.48)	12.43	(1.15)	3.44	330.15	355.35
2000	Marie Withun		Common Tr		200.30	0.00	(6.58)	0.00	193.72	(0.36)	9.32	(0.86)	2.58	247.61	266.50
2000	Frederick & Barbara Woodbury		Common Tr		66.76	0.00	(2.19)	0.00	64.57	(0.11)	3.11	(0.29)	0.87	82.53	88.83
2000	Louis H & Amelia A Dene		Common Tr		133.54	0.00	(4.38)	0.00	129.16	(0.24)	6.21	(0.57)	1.72	165.08	177.69
2000	Stephen & Deanna Brede		Common Tr		133.54	0.00	(4.38)	0.00	129.16	(0.24)	6.21	(0.57)	1.72	165.08	177.69
2000	Laurence & Ester Dienst		Common Tr		133.54	0.00	(4.38)	0.00	129.16	(0.24)	6.21	(0.57)	1.72	165.08	177.69
2001	Linda S. Jeynes		Common Tr		132.75	0.00	(4.36)	0.00	128.39	(0.20)	6.18	(0.57)	1.75	164.10	176.63
2001	Dorothy Harmish		Common Tr		265.50	0.00	(8.72)	0.00	256.78	(0.40)	12.35	(1.14)	3.50	328.21	353.25
2001	John J & Rita M DiClemente		Common Tr		132.75	0.00	(4.36)	0.00	128.39	(0.20)	6.18	(0.57)	1.75	164.10	176.63
2001	Leo R Lorden		Common Tr		265.50	0.00	(8.72)	0.00	256.78	(0.40)	12.35	(1.14)	3.50	328.21	353.25
2001	III		Common Tr		265.50	0.00	(8.72)	0.00	256.78	(0.40)	12.35	(1.14)	3.50	328.21	353.25

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2001	Clare Kelly James & Sandra Belanger		Common Tr		132.75	0.00	(4.36)	0.00	128.39	(0.20)	6.18	(0.57)	(3.66)	1.75	164.10	176.63
2001	Robert & Nancy Fischer		Common Tr		132.75	0.00	(4.36)	0.00	128.39	(0.20)	6.18	(0.57)	(3.66)	1.75	164.10	176.63
2001	Joshua Robey & Denise April		Common Tr		132.75	0.00	(4.36)	0.00	128.39	(0.20)	6.18	(0.57)	(3.66)	1.75	164.10	176.63
2002	Shirley Horn & Marjone Voss		Common Tr		260.00	0.00	(8.54)	0.00	251.46	(0.21)	12.10	(1.11)	(7.16)	3.62	321.41	345.94
2002	Dianne W Bunce		Common Tr		130.00	0.00	(4.27)	0.00	125.73	(0.10)	6.05	(0.56)	(3.58)	1.81	160.70	172.97
2002	Manoikian Family		Common Tr		260.00	0.00	(8.54)	0.00	251.46	(0.21)	12.10	(1.11)	(7.16)	3.62	321.41	345.94
2002	Manoikian Family		Common Tr		260.00	0.00	(8.54)	0.00	251.46	(0.21)	12.10	(1.11)	(7.16)	3.62	321.41	345.94
2002	Manoikian Family		Common Tr		260.00	0.00	(8.54)	0.00	251.46	(0.21)	12.10	(1.11)	(7.16)	3.62	321.41	345.94
2002	Donald & Mary Anne Smith		Common Tr		260.00	0.00	(8.54)	0.00	251.46	(0.21)	12.10	(1.11)	(7.16)	3.62	321.41	345.94
2002	Peter & Cynthia Flynn		Common Tr		260.00	0.00	(8.54)	0.00	251.46	(0.21)	12.10	(1.11)	(7.16)	3.62	321.41	345.94
2002	Partridge Daniel & Mane		Common Tr		130.00	0.00	(4.27)	0.00	125.73	(0.10)	6.05	(0.56)	(3.58)	1.81	160.70	172.97
2002	McManus Paul & Cathy		Common Tr		130.00	0.00	(4.27)	0.00	125.73	(0.10)	6.05	(0.56)	(3.58)	1.81	160.70	172.97
2003	Hoffman		Common Tr		0.00	130.00	(4.27)	0.00	125.73	0.00	6.05	(0.56)	(3.58)	1.91	N/A	172.97
2003	Navaroli		Common Tr		0.00	260.00	(8.54)	0.00	251.46	0.00	12.10	(1.11)	(7.16)	3.83	N/A	345.94
2003	Navaroli		Common Tr		0.00	260.00	(8.54)	0.00	251.46	0.00	12.10	(1.11)	(7.16)	3.83	N/A	345.94
2003	Richard & Nancy Birch		Common Tr		0.00	130.00	(4.27)	0.00	125.73	0.00	6.05	(0.56)	(3.58)	1.91	N/A	172.97
2003	Winthrop Jr & Norma W Osgood		Common Tr		0.00	260.00	(8.54)	0.00	251.46	0.00	12.10	(1.11)	(7.16)	3.83	N/A	345.94
2003	Prest		Common Tr		0.00	130.00	(4.27)	0.00	125.73	0.00	6.05	(0.56)	(3.58)	1.91	N/A	172.97
2003	Prest		Common Tr		0.00	130.00	(4.27)	0.00	125.73	0.00	6.05	(0.56)	(3.58)	1.91	N/A	172.97
2003	Richard Walker		Common Tr		0.00	65.00	(2.13)	0.00	62.87	0.00	3.02	(0.28)	(1.79)	0.95	N/A	86.49
	Sub-Total				139,401.77	1,365.00	(4,622.10)	0.00	136,144.61	(216.72)	6,532.15	(603.61)	(3,877.08)	1,834.74	172,326.61	187,295.45
1973	Viola Brocklebank Total Cemetery Funds	East Cemetery	Common Tr		4,476.51	0.00	(146.99)	0.00	4,329.52	(15.65)	208.26	(19.19)	(126.38)	47.04	5,533.80	5,956.16
					143,878.28	1,365.00	(4,769.09)	0.00	140,474.13	(232.37)	6,740.41	(622.80)	(4,003.46)	1,881.78	177,860.41	193,251.61



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1906	Jessie Rudeout	Public Welfare	Common Tr		1,598.87	0.00	(52.50)	0.00	1,546.37	74.39	(6.86)	(45.14)	16.79	1,976.50	2,127.35
1934	Debra M Smith	Public Welfare	Common Tr		285.86	0.00	(9.39)	0.00	276.47	13.30	(1.23)	(8.07)	2.99	353.38	380.35
1951	Charles H Farley	Public Welfare	Common Tr		2,857.62	0.00	(93.83)	0.00	2,763.79	132.95	(12.25)	(80.68)	30.01	3,552.55	3,802.17
	Total Public Welfare Funds				4,742.35	0.00	(155.72)	0.00	4,586.63	220.64	(20.34)	(133.89)	49.79	5,862.43	6,309.87
	Nichols Field Horse														
1984	Ring	Recreation	Common Tr		2,166.17	0.00	(71.13)	0.00	2,095.04	100.63	(9.29)	(61.17)	23.17	2,677.79	2,882.17
	Charles & Dorothy Dow Fund														
1998	Hollis Ambulance Fund	Ambulance	Common Tr		18,848.39	0.00	(619.01)	0.00	18,229.44	893.90	(80.73)	(532.17)	0.86	23,300.08	25,078.26
	Funds				481,810.91	2,194.82	(15,892.74)	0.00	468,112.99	22,517.79	(2,075.20)	(13,150.94)	7,483.71	595,608.10	643,987.21
	Charles J Nichols Fund		Individual		212,596.03	1,555.55	70.20	0.00	214,221.78	7,047.97	(827.40)	(6,222.25)	26.75	218,279.25	218,268.97
	TOTALS				694,406.94	3,750.37	(15,822.54)	0.00	682,334.77	29,565.76	(2,902.60)	(19,373.19)	7,510.46	813,887.35	862,256.18

# Town Of Hollis, New Hampshire

## Capital Reserve Account

Fiscal Year 2004

Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested %	PRINCIPAL						INCOME				Principal & Income Year End
				Balance Beginning Year	New Funds Created	Cash Gains or (Losses)	Withdrawals	Balance End Year	Balance Beginning Year	Income During Year		Expended During Year		
										%	Amount			
1986	Recreation Land	Cap. Res.	NHPDIP	7,500.00	0.00	0.00	0.00	7,500.00	10,805.16	182.25	0.00	10,987.41	18,487.41	
1986	Cemetery Land	"	"	10,000.00	0.00	0.00	0.00	10,000.00	14,059.04	239.54	0.00	14,298.58	24,298.58	
1987	Truck 4 Wheel Drive	"	"	9,000.00	0.00	0.00	0.00	9,000.00	11,854.91	207.64	0.00	12,062.55	21,062.55	
1994	Flint Pond Restoration	"	"	106,000.00	0.00	0.00	0.00	106,000.00	7,330.94	1,128.38	0.00	8,459.32	114,459.32	
2002	Major Highway Equipment	"	"	50,000.00	45,000.00	0.00	(79,500.00)	15,500.00	384.13	726.41	(500.00)	610.54	16,110.54	
2002	Major Fire Equipment	"	"	250,000.00	100,000.00	0.00	0.00	350,000.00	1,354.98	3,002.08	0.00	4,357.06	354,357.06	
2002	Compensated Absences Payable Fund	"	"	10,000.00	5,000.00	0.00	0.00	15,000.00	54.20	125.08	0.00	179.28	15,179.28	
				\$442,500.00	\$150,000.00	\$0.00	(\$79,500.00)	\$513,000.00	\$45,843.36	\$5,611.38	(\$500.00)	\$50,954.74	\$563,954.74	

Town of Hollis MIS-10 Report 12/31/04

Principal Only

Shares or Units	Description of Investment	Beg of Year	Purchases	Proceeds	Gains or Losses	Balance End of Year	Beg of Year	Income for Year	Income Expended	Bal. End of Year	Year Fair Value	Unrealized Gain/Loss	Year Fair Value
<b>GENERAL FUND</b>													
157000	US Treasury Notes 6.875% 5/15/06	158,520.94	0.00	0.00	0.00	158,520.94	10,793.76				174,514.92		165,310.01
60000	Fed Home Ln Bks 6.375% 08/15/06	59,595.60	0.00	0.00	0.00	59,595.60	3,825.00				65,943.60		63,000.00
800	Allegheny Energy Inc	16,470.00	0.00	0.00	0.00	16,470.00					10,208.00		15,768.00
800	Exxon Mobil Corp	2,570.84	0.00	0.00	0.00	2,570.84	848.00				32,800.00		41,008.00
1200	General Electric Co	7,125.00	0.00	0.00	0.00	7,125.00	960.00				37,176.00		43,800.00
600	Gillette Co	14,248.50	0.00	0.00	0.00	14,248.50	390.00				22,038.00		26,868.00
500	Kimberly Clark Corp	19,935.00	0.00	319.46	0.00	19,615.54	770.00				29,545.00		32,905.00
326	Lockheed Martin Corp	4,237.50	0.00	0.00	0.00	4,237.50	296.66				16,756.40		18,109.30
	Mirant Co	10,129.57	0.00	148.15	(9,981.42)	0.00	0.00				139.23		N/A
15	Neenah Paper	0.00	319.46	4.84	1.65	316.27	0.00						489.00
	Raytheon Co	21,448.00	0.00	14,503.66	(6,944.34)	0.00	240.00				12,016.00		N/A
900	Southern Company	15,941.74	0.00	0.00	0.00	15,941.74	1,273.50				27,225.00		30,168.00
502	Verizon Communications	15,685.86	0.00	0.00	0.00	15,685.86	773.08				17,610.16		20,336.02
1116.071	Franklin Fltg Rate Fund	0.00	10,000.00	0.00	0.00	10,000.00	70.94				24,588.25		10,033.48
1550.331	Oppenheimer Intl Growth Fund	32,743.00	0.00	0.00	0.00	32,743.00	0.00						28,417.57
1578.947	Oppenheimer Sr Fltg Rate Fd	0.00	15,000.00	0.00	0.00	15,000.00	351.23				18,316.33		15,173.68
355.79	Fidelity Select Biotech Fund	11,574.01	0.00	0.00	0.00	11,574.01	0.00				32,688.29		20,511.58
1134.616	Vanguard/Wellington Fund	20,865.11	0.00	0.00	0.00	20,865.11	992.79				22,808.37		34,254.06
2269.424	Vanguard Mid Cap Index Fund	21,696.62	7,250.00	0.00	0.00	28,946.62	365.38				23,907.55		35,493.79
1365.842	Vanguard Small Cap Index Fund	21,696.62	7,250.00	0.00	0.00	28,946.62	361.95				27,327.00		36,631.88
	Federated Short-term Gov. and Cash	27,327.00	0.00	21,617.16	0.00	5,709.84	205.50						5,709.84
	Capital Gains Distributions				1,031.37								
<b>NICHOLS FUND</b>													
<b>GRAND TOTAL GENERAL FUND</b>													
		481,810.91	39,819.46	36,593.27	(15,892.74)	468,112.99	192.06	22,517.79	(15,226.14)	7,483.71	595,608.10	175,874.22	643,987.21
<b>NICHOLS FUND</b>													
25000	US Treasury Note 1.5% 2/28/05	0.00	24,972.66	0.00	0.00	24,972.66	49.93				15,561.84		24,982.50
25000	US Treasury Note 1.125% 6/30/05	0.00	24,811.52	0.00	0.00	24,811.52	130.69				51,958.00		24,832.00
20000	US Treasury Note 1.875% 12/31/05	0.00	19,889.84	0.00	0.00	19,889.84	174.25				16,393.50		19,826.60
14000	US Treasury Note 6.875% 5/15/06	14,135.62	0.00	0.00	0.00	14,135.62	962.50				51,211.00		14,741.02
50000	Ford Motor Cr Corp 6.125% 01/09/01	49,919.50	0.00	0.00	0.00	49,919.50	3,062.50				15,561.84		51,211.00
15000	Bellsouth Tel 5.875% 1/15/09	14,175.00	0.00	0.00	0.00	14,175.00	881.26				16,393.50		15,992.25
2239.642	Franklin Fltg Rate Fd	0.00	20,000.00	0.00	0.00	20,000.00	341.91				20,134.38		20,000.00
1292.825	Ing Senior Income Fd	0.00	20,000.00	0.00	0.00	20,000.00	296.33				20,231.58		20,000.00
2105.263	Oppenheimer Sr Fltg Rate Fd	0.00	20,000.00	0.00	0.00	20,000.00	468.32						20,231.58
	Federated Short-term Gov and Cash	134,365.91	0.00	128,048.27	0.00	6,317.64	680.28				134,365.91		6,317.64
	Capital Gains Distributions				70.20								
<b>TOTAL NICHOLS FUND</b>													
		212,596.03	129,674.02	128,048.27	70.20	214,221.78	28.43	7,047.97	(7,049.65)	26.75	218,279.25	4,047.19	218,268.97
<b>GRAND TOTAL</b>													
		694,406.94	169,493.48	164,641.54	(15,822.54)	682,334.77	220.49	29,565.76	(22,275.79)	7,510.46	813,887.35	179,921.41	862,256.18
												NAME OF BANK: BANK OF AMERICA	
												FEES PAID: \$2,902.60 FROM INCOME	
												YES	

# INVENTORY OF PROPERTY OWNED BY THE TOWN OF HOLLIS

MAP/LOT	OWNER	#	LOCATION	ACRES
002-009	CONSERVATION COMMISSION		WORCESTER RD	10.00
014-070	CONSERVATION COMMISSION		FRENCH MILL RD	6.32
014-071	CONSERVATION COMMISSION		WRIGHT RD	19.22
014-072	CONSERVATION COMMISSION		RIDEOUT RD	22.00
015-003	CONSERVATION COMMISSION		RIDEOUT RD	11.00
017-022	CONSERVATION COMMISSION		RTE 130	0.75
017-023	CONSERVATION COMMISSION		RTE 130	3.00
019-029	CONSERVATION COMMISSION		WRIGHT RD	6.85
023-022	CONSERVATION COMMISSION		ROCKY POND RD	13.28
023-055	CONSERVATION COMMISSION		ROCKY POND RD	1.54
023-056	CONSERVATION COMMISSION		ROCKY POND RD	7.53
026-018	CONSERVATION COMMISSION		PINE HILL RD	3.70
026-019	CONSERVATION COMMISSION		PINE HILL RD	5.00
031-068	CONSERVATION COMMISSION		NARTOFF RD	7.50
042-035	CONSERVATION COMMISSION		MOOAR HILL RD	4.00
047-054	CONSERVATION COMMISSION		MEADOW LN	32.00
047-057	CONSERVATION COMMISSION		OAKWOOD DR	29.00
049-004	CONSERVATION COMMISSION		SOUTH MERRIMACK RD	2.43
054-034	CONSERVATION COMMISSION		FLINT POND DR & BROAD ST	0.33
054-035	CONSERVATION COMMISSION		BROAD ST	4.00
055-005	CONSERVATION COMMISSION		WINDING VALLEY RD	2.90
055-008	CONSERVATION COMMISSION		ROCKY POND RD	47.50
055-009	CONSERVATION COMMISSION		ROCKY POND RD	5.00
	<b>22 PARCELS, 244.85 ACRES</b>			
030-013	HOLLISTOWN FOREST		WHEELER RD	17.00
036-027	HOLLISTOWN FOREST		SOUTH MERRIMACK RD	311.00
041-010	HOLLISTOWN FOREST		HAYDEN RD	18.27
041-011	HOLLISTOWN FOREST		HAYDEN RD	12.00
041-012	HOLLISTOWN FOREST		HAYDEN RD	30.75
041-024	HOLLISTOWN FOREST		SILVER LAKE RD	14.90
	<b>6 PARCELS, 403.92 ACRES</b>			
000-000	HOLLISTOWN OF		MAIN ST - GRAVEYARD	0.00
001-009-010	HOLLISTOWN OF		IRON WORKS LN	0.44
001-009-020	HOLLISTOWN OF		IRON WORKS LN	1.86
001-032	HOLLISTOWN OF		LAWRENCE LN & WORCESTER RD	4.00
002-010	HOLLISTOWN OF		WEST HOLLIS RD	5.00
003-014	HOLLISTOWN OF		DEER RUN RD	1.92
003-030	HOLLISTOWN OF		BLOOD RD (DVLPMNT RIGHTS)	36.85
004-009	HOLLISTOWN OF		BLOOD RD	1.00
004-050-A	HOLLISTOWN OF		TWISS LN	0.42
004-077	HOLLISTOWN OF		CLINTON DR	0.37
005-020	HOLLISTOWN OF		RTE 111	21.06
006-002	HOLLISTOWN OF		IRON WORKS LN	0.90
006-009	HOLLISTOWN OF		WEST HOLLIS RD	6.83
006-022	HOLLISTOWN OF		IRENE DR	3.51
008-024	HOLLISTOWN OF		BLACK OAK DR	3.38
008-034	HOLLISTOWN OF		BALDWIN LN	0.58
008-034-001	HOLLISTOWN OF		BALDWIN LN	0.16
008-078	HOLLISTOWN OF		DOW & DEPOT RDS-HALL (DVLPMNT RIGHTS)	20.25
009-004	HOLLISTOWN OF		FIELDSTONE DR	11.81
009-029-01A	HOLLISTOWN OF		JEWETT LN	0.25
009-068	HOLLISTOWN OF		DEPOT RD	6.41
009-069	HOLLISTOWN OF		DEPOT RD	4.86
010-002	HOLLISTOWN OF		RUNNELLS BRIDGE RD	1.34



# TOWN PROPERTIES-CONT.

010-003	HOLLISTOWN OF		RUNNELLS BRIDGE RD	0.46
010-018	HOLLISTOWN OF		RTE 111	40.70
010-034	HOLLISTOWN OF		DEPOT RD	4.62
013-017	HOLLISTOWN OF		MAIN ST	1.17
013-032-001	HOLLISTOWN OF		MERRILL LN	1.73
013-034	HOLLISTOWN OF		DEPOT RD	3.36
013-035	HOLLISTOWN OF		ORCHARD LN	3.26
013-036	HOLLISTOWN OF		ORCHARD LN	1.68
013-074	HOLLISTOWN OF		DOW & DEPOT RDS-HALL (DVLPMT RIGHTS)	18.75
014-076	HOLLISTOWN OF		RIDEOUT RD	11.89
014-077	HOLLISTOWN OF		RIDEOUT RD	23.51
014-099	HOLLISTOWN OF		FRENCH MILL & WRIGHT ROADS	1.21
015-001	HOLLISTOWN OF		RIDEOUT RD	10.90
015-015	HOLLISTOWN OF		SUMNER LN	23.24
015-021-010	HOLLISTOWN OF		CUMMINGS LN	25.30
015-029	HOLLISTOWN OF		HANNAH DR	35.18
015-040	HOLLISTOWN OF		HANNAH DR	4.07
015-044	HOLLISTOWN OF		HANNAH DR	1.49
015-061	HOLLISTOWN OF		HILLSIDE DR	1.06
016-003	HOLLISTOWN OF		ROCKY POND RD	6.92
017-013-002	HOLLISTOWN OF		ROCKY POND RD	6.53
017-015-001	HOLLISTOWN OF		PROCTOR HILL RD	2.02
018-013	HOLLISTOWN OF	42	DEPOT RD	9.01
018-014	HOLLISTOWN OF		DEPOT RD	27.00
018-015	HOLLISTOWN OF		DEPOT RD	1.60
019-023	HOLLISTOWN OF		FLINT POND DR	31.22
019-028	HOLLISTOWN OF		BROAD ST	14.74
019-041	HOLLISTOWN OF		HIDEAWAY LN	0.85
019-058	HOLLISTOWN OF		HIDEAWAY LN	2.80
020-006	HOLLISTOWN OF		SUMNER LN	2.00
020-017	HOLLISTOWN OF		BROAD ST	43.39
020-048	HOLLISTOWN OF		POWERS RD	0.43
022-031	HOLLISTOWN OF		ROCKY POND RD	11.50
022-032	HOLLISTOWN OF		ROCKY POND RD	8.00
022-053-A	HOLLISTOWN OF		ROCKY POND RD	0.71
023-08A	HOLLISTOWN OF		DEACON LN	0.12
023-12A	HOLLISTOWN OF		DEACON LN	0.12
023-026A	HOLLISTOWN OF		ROCKY POND RD	0.11
023-035	HOLLISTOWN OF		ROCKY POND RD	2.70
023-040-001	HOLLISTOWN OF		ROCKY POND RD	0.66
024-030	HOLLISTOWN OF		WHEELER RD	4.50
024-031	HOLLISTOWN OF		WHEELER RD	5.89
024-036	HOLLISTOWN OF		PINE HILL RD	7.57
025-035	HOLLISTOWN OF		CAMERON DR	0.29
025-040	HOLLISTOWN OF		CAMERON DR	1.48
025-051	HOLLISTOWN OF		CRESTWOOD DR	5.94
025-058-009	HOLLISTOWN OF		PINE HILL RD	0.18
026-029	HOLLISTOWN OF		LOUISE DR	2.38
028-029	HOLLISTOWN OF		FOREST VIEW DR	4.23
028-035	HOLLISTOWN OF		FOREST VIEW DR	20.11
029-006	HOLLISTOWN OF		FEDERAL HILL RD	4.50
029-014	HOLLISTOWN OF		HAYDEN RD	49.90

**TOWN PROPERTIES-CONT.**

029-015	HOLLIS TOWN OF		FEDERAL HILL RD	3.63
029-016	HOLLIS TOWN OF		FOREST VIEW DR	3.00
029-017	HOLLIS TOWN OF		FOREST VIEW DR	8.63
029-026	HOLLIS TOWN OF		FOREST VIEW DR	0.72
029-031	HOLLIS TOWN OF		HAYDEN RD	8.97
029-033	HOLLIS TOWN OF		HAYDEN RD	29.86
029-035	HOLLIS TOWN OF		ROCKY POND RD	3.00
030-009	HOLLIS TOWN OF		WHEELER RD	16.50
030-010	HOLLIS TOWN OF		WHEELER RD	7.40
030-011	HOLLIS TOWN OF		WHEELER RD	3.25
031-010	HOLLIS TOWN OF		BAXTER RD	11.70
031-021	HOLLIS TOWN OF		BAXTER RD	0.72
031-046	HOLLIS TOWN OF		WHEELER RD	60.00
032-016-010	HOLLIS TOWN OF		PINE HILL RD	4.47
032-037-001	HOLLIS TOWN OF		MENDELSSOHN DR	0.69
034-016	HOLLIS TOWN OF		HAYDEN RD	19.50
035-006	HOLLIS TOWN OF	226	FEDERAL HILL RD	2.43
035-009-00A	HOLLIS TOWN OF		FEDERAL HILL RD	0.79
035-024-001	HOLLIS TOWN OF		FEDERAL HILL RD	8.67
035-077	HOLLIS TOWN OF		FEDERAL HILL RD	14.30
036-008	HOLLIS TOWN OF		SILVER LAKE RD	3.64
036-015	HOLLIS TOWN OF		SOUTH MERRIMACK RD	36.30
036-026	HOLLIS TOWN OF		SOUTH MERRIMACK RD	8.50
036-036	HOLLIS TOWN OF		SILVER LAKE RD	21.38
037-004-002	HOLLIS TOWN OF		HARDY LN	1.37
037-005	HOLLIS TOWN OF		HARDY LN	10.00
037-017	HOLLIS TOWN OF		BAXTER RD	29.20
038-044	HOLLIS TOWN OF	17	FARLEY RD	1.06
038-058	HOLLIS TOWN OF		NARTOFF RD	1.49
041-019-001	HOLLIS TOWN OF		TODDY BROOK RD	4.83
041-021	HOLLIS TOWN OF		TODDY BROOK RD	0.00
041-032	HOLLIS TOWN OF		SILVER LAKE RD	2.31
041-061	HOLLIS TOWN OF		SILVER LAKE RD	5.37
042-013	HOLLIS TOWN OF		MOOAR HILL RD	0.20
042-017	HOLLIS TOWN OF		MOOAR HILL RD	1.00
042-025	HOLLIS TOWN OF		SARGENT RD	0.20
042-039	HOLLIS TOWN OF		MOOAR HILL RD	0.75
043-016	HOLLIS TOWN OF		MARION DR	0.46
043-026	HOLLIS TOWN OF	15	MARION DR	1.16
043-034	HOLLIS TOWN OF		NEVINS RD	46.00
043-048	HOLLIS TOWN OF		FORRENCE DR	1.93
043-067	HOLLIS TOWN OF		FARLEY RD	35.66
043-050	HOLLIS TOWN OF		FARLEY RD	47.60
043-069	HOLLIS TOWN OF		FARLEY RD	4.92
044-002	HOLLIS TOWN OF		FARLEY RD	1.40
045-005-001	HOLLIS TOWN OF	6	LAUREL HILL RD	0.20
045-009-A	HOLLIS TOWN OF		FOX DEN RD	0.02
045-017	HOLLIS TOWN OF		LAUREL HILL RD	2.96
045-049	HOLLIS TOWN OF		WITCHES SPRING RD	8.47
046-039	HOLLIS TOWN OF		ALSUN DR	0.58

### TOWN PROPERTIES-CONT.

046-050	HOLLIS TOWN OF		MOOAR HILL RD	3.37
047-014	HOLLIS TOWN OF		ALSUN DR	3.74
047-041	HOLLIS TOWN OF		WITCHES SPRING RD	13.60
049-003	HOLLIS TOWN OF		SOUTH MERRIMACK RD	5.00
050-012	HOLLIS TOWN OF	7	MONUMENT SQ	0.52
050-021-001	HOLLIS TOWN OF		MONUMENT SQ	0.41
050-024	HOLLIS TOWN OF		MONUMENT SQ	0.13
052-027	HOLLIS TOWN OF	9	SILVER LAKE RD	2.74
052-036	HOLLIS TOWN OF	10	GLENICE DR	2.12
052-037	HOLLIS TOWN OF		ASH ST	0.50
052-050	HOLLIS TOWN OF		MONUMENT SQ	1.13
052-051	HOLLIS TOWN OF		MONUMENT SQ	0.84
052-054	HOLLIS TOWN OF		MONUMENT SQ	0.81
054-016	HOLLIS TOWN OF	156	BROAD ST	8.00
055-010	HOLLIS TOWN OF	47	ROCKY POND RD	3.05
055-014	HOLLIS TOWN OF		ROCKY POND RD	0.15
056-013	HOLLIS TOWN OF	10	MUZZEY LN	3.35
056-017	HOLLIS TOWN OF		SILVER LAKE RD	3.84
057-005	HOLLIS TOWN OF		SPRINGVALE DR	0.72
058-018	HOLLIS TOWN OF		NARTOFF RD	0.25
059-032	HOLLIS TOWN OF		WINDING VALLEY RD	0.75
060-010	HOLLIS TOWN OF		FEDERAL HILL RD	0.25
	<b>147 PARCELS, 1168.64 ACRES</b>			





## INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen  
Town of Hollis, New Hampshire

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Hollis, New Hampshire, as of and for the year ended December 31, 2003, which collectively comprise the Town's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Town of Hollis' management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Hollis, as of December 31, 2003, and the respective changes in financial position thereof and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 15, the Town has implemented several new *Governmental Accounting Standards Board Statements* which has resulted in the restatement of beginning fund equity balances of several funds, and has established net assets for governmental activities.

The management's discussion and analysis, appearing on the following pages, is not a required part of the basic financial statements but is supplementary information required by the *Governmental Accounting Standards Board*. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

*Melanson, Heath + Company P.C.*

Nashua, New Hampshire  
March 5, 2004

## TOWN OF HOLLIS, NEW HAMPSHIRE

## STATEMENT OF NET ASSETS

DECEMBER 31, 2003

	Governmental <u>Activities</u>
<b>ASSETS</b>	
Current:	
Cash and short-term investments	\$ 8,878,578
Investments	878,951
Receivables, net of allowance for uncollectibles:	
Property taxes	483,174
Departmental and other	63,143
Prepaid expenses	13,394
Noncurrent:	
Receivables, net of allowance for uncollectibles:	
Property taxes	143,697
Capital assets, net of accumulated depreciation	<u>15,948,519</u>
<b>TOTAL ASSETS</b>	26,409,456
<b>LIABILITIES</b>	
Current:	
Accounts payable	187,792
Accrued liabilities	4,113
Accrued expenses	40,351
Due to school districts	4,221,415
Other current liabilities	213,884
Current portion of long-term liabilities:	
Bonds payable	25,000
Other liabilities	5,190
Noncurrent:	
Bonds payable, net of current portion	1,875,500
Other liabilities, net of current portion	<u>98,614</u>
<b>TOTAL LIABILITIES</b>	6,671,859
<b>NET ASSETS</b>	
Invested in capital assets, net of related debt	14,153,174
Restricted for:	
Permanent funds:	
Expendable	1,359
Nonexpendable	259,237
Unrestricted	<u>5,323,827</u>
<b>TOTAL NET ASSETS</b>	<u>\$ 19,737,597</u>

See notes to financial statements.

TOWN OF HOLLIS, NEW HAMPSHIRE

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2003

	Expenses	Charges for Services	Program Revenues	Capital Grants and Contributions	Net (Expenses) Revenues and Changes in Net Assets	Governmental Activities
			Operating Grants and Contributions			
<b>Governmental Activities:</b>						
General government	\$ 375,479	\$ 1,569,888	\$ -	\$ -	\$ 1,194,409	
Public safety	1,708,640	308,490	27	-	(1,400,123)	
Education	11,881	-	-	-	(11,881)	
Public works	1,176,945	46,278	-	209,952	(920,715)	
Health and human services	54,584	15,719	-	-	(38,865)	
Culture and recreation	1,547,434	47,266	141,901	-	(1,358,267)	
Interest Expense	38,973	-	-	-	(38,973)	
Intergovernmental	15,014,142	-	-	-	(15,014,142)	
<b>Total</b>	<b>\$ 19,928,078</b>	<b>\$ 1,987,641</b>	<b>\$ 141,928</b>	<b>\$ 209,952</b>	<b>(17,588,557)</b>	
<b>General Revenues:</b>						
Property taxes					17,170,997	
Penalties, interest and other taxes					300,907	
Grants and contributions not restricted to specific programs					277,740	
Investment income					145,434	
Miscellaneous					153,029	
Permanent fund contributions					3,319	
<b>Total general revenues and contributions</b>					<b>18,051,426</b>	
<b>Change in Net Assets</b>					<b>462,869</b>	
<b>Net Assets:</b>						
Beginning of year						19,274,728
End of year						<b>\$ 19,737,597</b>



## TOWN OF HOLLIS, NEW HAMPSHIRE

## GOVERNMENTAL FUNDS

## BALANCE SHEET

DECEMBER 31, 2003

ASSETS		General	Nonmajor Governmental Funds	Total Governmental Funds
Cash and cash equivalents		\$ 7,390,075	\$ 1,488,503	\$ 8,878,578
Investments		-	878,952	878,952
Receivables:				
Property taxes		819,950	-	819,950
Departmental and other		-	63,143	63,143
Other assets		13,393	-	13,393
TOTAL ASSETS		<u>\$ 8,223,418</u>	<u>\$ 2,430,598</u>	<u>\$ 10,654,016</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable		\$ 187,792	\$ -	\$ 187,792
Accrued expenses		40,351	-	40,351
Deferred revenues		526,401	-	526,401
Due to school districts		4,221,415	-	4,221,415
Other liabilities		213,884	-	213,884
TOTAL LIABILITIES		5,189,843	-	5,189,843
Fund Balances:				
Reserved for:				
Encumbrances		384,059	-	384,059
Perpetual (nonexpendable) permanent funds		-	259,237	259,237
Unreserved:				
Undesignated, reported in:				
General fund		2,649,516	-	2,649,516
Special revenue funds		-	2,064,848	2,064,848
Capital project funds		-	105,155	105,155
Permanent funds		-	1,358	1,358
TOTAL FUND BALANCES		<u>3,033,575</u>	<u>2,430,598</u>	<u>5,464,173</u>
TOTAL LIABILITIES AND FUND BALANCES		<u>\$ 8,223,418</u>	<u>\$ 2,430,598</u>	<u>\$ 10,654,016</u>

TOWN OF HOLLIS, NEW HAMPSHIRE

GOVERNMENTAL FUNDS

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED DECEMBER 31, 2003

	General	Nonmajor Governmental Funds	Total Governmental Funds
<b>Revenues:</b>			
Property taxes	\$ 17,393,641	\$ 72,030	\$ 17,465,671
Penalties, interest and other taxes	300,907	-	300,907
Charges for services	-	155,350	155,350
Intergovernmental	487,719	98,769	586,488
Departmental	239,634	-	239,634
Licenses and permits	1,592,658	-	1,592,658
Investment income	45,567	99,867	145,434
Contributions	-	46,451	46,451
Miscellaneous	10,566	116,500	127,066
Total Revenues	<u>20,070,692</u>	<u>588,967</u>	<u>20,659,659</u>
<b>Expenditures:</b>			
Current:			
General government	1,575,010	-	1,575,010
Public safety	1,442,118	58,507	1,500,625
Education	-	11,881	11,881
Public works	1,107,375	5,842	1,113,217
Health and human services	54,564	20	54,584
Culture and recreation	96,859	1,472,087	1,568,946
Debt service	64,991	-	64,991
Intergovernmental	15,014,142	-	15,014,142
Capital outlay	42,801	158,821	201,622
Total Expenditures	<u>19,397,860</u>	<u>1,707,158</u>	<u>21,105,018</u>
Excess (deficiency) of revenues over expenditures	672,832	(1,118,191)	(445,359)
<b>Other Financing Sources (Uses):</b>			
Proceeds of bonds	-	1,800,500	1,800,500
Operating transfers in	6,268	333,927	340,195
Operating transfers out	(321,538)	(18,657)	(340,195)
Total Other Financing Sources (Uses)	<u>(315,270)</u>	<u>2,115,770</u>	<u>1,800,500</u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	357,562	997,579	1,355,141
Fund Equity, at Beginning of Year, as restated	<u>2,676,013</u>	<u>1,433,019</u>	<u>4,109,032</u>
Fund Equity, at End of Year	<u>\$ 3,033,575</u>	<u>\$ 2,430,598</u>	<u>\$ 5,464,173</u>

TOWN OF HOLLIS, NEW HAMPSHIRE

RECONCILIATION OF TOTAL GOVERNMENTAL FUND  
BALANCES TO NET ASSETS OF GOVERNMENTAL  
ACTIVITIES IN THE STATEMENT OF NET ASSETS

DECEMBER 31, 2003

<b>Total governmental fund balances</b>	\$ 5,464,173
<ul style="list-style-type: none"><li>• Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.</li></ul>	15,948,519
<ul style="list-style-type: none"><li>• Revenues are reported on the accrual basis of accounting and are not deferred until collection.</li></ul>	333,322
<ul style="list-style-type: none"><li>• In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.</li></ul>	( 4,113)
<ul style="list-style-type: none"><li>• Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds.</li></ul>	( <u>2,004,304</u> )
<b>Net assets of governmental activities</b>	\$ <u>19,737,597</u>

See notes to financial statements.

TOWN OF HOLLIS, NEW HAMPSHIRE

RECONCILIATION OF THE STATEMENT OF REVENUES,  
EXPENDITURES, AND CHANGES IN FUND BALANCES OF  
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2003

**NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS**      \$ 1,355,141

- Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:

Capital outlay purchases	1,584,726
Depreciation	( 391,306)

- Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., property taxes, etc.) differ between the two statements. This amount represents the net change in deferred revenue. ( 294,674)

- The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net assets:

Issuance of debt	(1,800,500)
Repayments of debt	25,000

- In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due. 1,018
- Some expenses reported in the Statement of Activities, such as compensated absences, do not require the use of current financial resources and therefore, are not reported as expenditures in the governmental funds. ( 16,536)

**CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES**      \$ 462,869

See notes to financial statements.



## TOWN OF HOLLIS, NEW HAMPSHIRE

## GENERAL FUND

## STATEMENT OF REVENUES AND OTHER SOURCES, AND EXPENDITURES AND OTHER USES - BUDGET AND ACTUAL

FOR THE YEAR ENDED DECEMBER 31, 2003

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Final Budget</u>
	<u>Budget</u>	<u>Budget</u>		<u>Positive</u>
				<u>(Negative)</u>
<b>Revenues and Other Sources:</b>				
Taxes	\$ 17,077,875	\$ 17,077,875	\$ 17,077,875	\$ -
Penalties, interest and other taxes	207,981	207,981	300,907	92,926
Intergovernmental	431,372	431,372	487,719	56,347
Departmental	201,413	201,413	239,634	38,221
Licenses and permits	1,221,375	1,221,375	1,592,657	371,282
Investment income	45,000	45,000	45,567	567
Miscellaneous	500	500	11,244	10,744
Transfers in	5,000	5,000	6,268	1,268
Other sources	850,000	850,000	850,000	-
Total Revenues and Other Sources	20,040,516	20,040,516	20,611,871	571,355
<b>Expenditures and Other Uses:</b>				
General government	1,682,018	1,682,018	1,489,572	192,446
Public safety	1,428,908	1,428,908	1,447,384	(18,476)
Public works	1,099,244	1,099,244	1,162,376	(63,132)
Health and human services	43,037	43,037	54,564	(11,527)
Culture and recreation	93,451	93,451	96,859	(3,408)
Debt service	51,500	51,500	17,632	33,868
Assessments	15,014,820	15,014,820	15,014,820	-
Transfers out	321,538	321,538	321,538	-
Capital outlay	306,000	306,000	303,936	2,064
Total Expenditures and Other Uses	20,040,516	20,040,516	19,908,681	131,835
Excess (deficiency) of revenues and other sources over expenditures and other uses	\$ -	\$ -	\$ 703,190	\$ 703,190

# TOWN OF HOLLIS, NEW HAMPSHIRE

## Notes to Financial Statements

### 1. Summary of Significant Accounting Policies

The accounting policies of the Town of Hollis (the Town) conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The following is a summary of the more significant policies:

#### A. Reporting Entity

The government is a municipal corporation governed by an elected Board of Selectmen. As required by generally accepted accounting principles, these financial statements present the government and applicable component units for which the government is considered to be financially accountable. In fiscal year 2003, it was determined that no entities met the required GASB-14 criteria of component units.

#### B. Government-Wide and Fund Financial Statements

##### Government-Wide Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

##### Fund Financial Statements

Separate financial statements are provided for governmental funds and fiduciary funds even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

### C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

#### Government-Wide Financial Statements

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as *program revenues* include (1) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes and excises.

#### Fund Financial Statements

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers property tax revenues to be available if they are collected within 60 days of the end of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The government reports the following major governmental funds:

- The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

### D. Cash and Short-Term Investments

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are invested to the extent available, and interest earnings are recognized in the General Fund. Certain special revenue and permanent funds



segregate cash, and investment earnings become a part of those funds. Deposits with financial institutions consist primarily of demand deposits, certificates of deposits, and savings accounts. A cash and investment pool is maintained that is available for use by all funds. Each fund's portion of this pool is reflected on the combined financial statements under the caption "cash and cash equivalents". The interest earnings attributable to each fund type is included under investment income.

*E. Investments*

State and local statutes place certain limitations on the nature of deposits and investments available. Deposits in any financial institution may not exceed certain levels within the financial institution. Non-fiduciary fund investments can be made in securities issued by or unconditionally guaranteed by the U.S. Government or agencies that have a maturity of one year or less from the date of purchase and repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase.

Investments for the Trust Funds consist of marketable securities, bonds and short-term money market investments. Investments are carried at market value.

*F. Capital Assets*

Capital assets, which include property, plant and equipment are reported in the governmental activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost of more than \$ 5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the primary government is depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	40
Building improvements	20
Vehicles	5
Office equipment	5
Computer equipment	5



### G. *Compensated Absences*

It is the government's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. All vested sick and vacation pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

### H. *Long-Term Obligations*

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities.

### I. *Fund Equity*

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

### J. *Use of Estimates*

The preparation of basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures for contingent assets and liabilities at the date of the basic financial statements, and the reported amounts of the revenues and expenditures/expenses during the fiscal year. Actual results could vary from estimates that were used.

## **2. *Stewardship, Compliance and Accountability***

### A. *Budgetary Information*

The Town's budget is originally prepared by the Selectmen's office with the cooperation of the various department heads. It is then submitted to the Budget Committee, in accordance with the Municipal Budget Law. After reviewing the budget, the Committee holds a public hearing for discussion.

The final version of the budget is then submitted for approval at the annual Town meeting. The approved budget is subsequently reported to the State of New Hampshire on the statement of appropriation form in order to establish the current property tax rate.

The Selectmen cannot increase the total of the approved budget; however, they have the power to reclassify its components when necessary.

**B. Budgetary Basis**

The General Fund final appropriation appearing on the "Budget and Actual" page of the fund financial statements represents the final amended budget after all transfers and supplemental appropriations.

**C. Budget/GAAP Reconciliation**

The budgetary data for the general fund is based upon accounting principles that differ from generally accepted accounting principles (GAAP). Therefore, in addition to the GAAP basis financial statements, the results of operations of the general fund are presented in accordance with budgetary accounting principles to provide a meaningful comparison with budgetary data.

The following is a summary of adjustments made to the actual revenues and other sources, and expenditures and other uses, to conform to the budgetary basis of accounting.

<u>General Fund</u>	<u>Revenues and Other Financing Sources</u>	<u>Expenditures and Other Financing Uses</u>
Revenues/Expenditures (GAAP basis)	\$ 20,070,692	\$ 19,397,860
Other financing sources/uses (GAAP basis)	<u>6,268</u>	<u>321,538</u>
Subtotal (GAAP Basis)	20,076,960	19,719,398
Adjust tax revenue to accrual basis	( 315,767)	-
Reverse beginning of year appropriation carryforwards from expenditures	-	( 195,454)
Add end of year appropriation carryforwards to expenditures	-	384,059
Timing differences	678	678
Recognize use of fund balance as funding source	<u>850,000</u>	<u>-</u>
Budgetary basis	\$ <u>20,611,871</u>	\$ <u>19,908,681</u>

**3. Cash and Cash Equivalents**

The carrying amount of the Town's deposits with financial institutions at December 31, 2003 was \$ 8,878,578. The bank balances, which do not

include reconciling items such as deposits in transit and outstanding checks, are categorized as follows:

Town Deposits  
December 31, 2003

Amount insured by the FDIC and DIF, or collateralized with securities held by the Town in its name	\$ 214,521
Amount collateralized with securities held by the pledging financial institution's trust department in the Town's name	
Uncollateralized	361,921
State investment pool	<u>9,418,948</u>
Total Bank Balance	\$ <u>9,995,390</u>

#### 4. Investments

Investments are categorized into the following three categories of credit risk:

- (1) Insured or registered, or securities held by the Town or its agent in the Town's name.
- (2) Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the Town's name.
- (3) Uninsured and unregistered, with securities held by the counterparty, or by its trust department or agent but not in the Town's name.

At year-end, the government's investment balances were as follows:

	<u>Category</u>			<u>Total</u>
	<u>1</u>	<u>2</u>	<u>3</u>	
U.S. Government securities	\$ 256,020	\$ -	\$ -	\$ 256,020
Corporate equity	339,908	-	-	339,908
Corporate bonds	<u>68,352</u>	<u>-</u>	<u>-</u>	<u>68,352</u>
Subtotal	\$ <u>664,280</u>	\$ <u>-</u>	\$ <u>-</u>	664,280
Investments not subject to categorization:				
Mutual funds				<u>214,671</u>
Total Investments				\$ <u>878,951</u>

## 5. Property Taxes Receivable

The Town bills property taxes semiannually, in May and November. Property tax revenues are recognized in the fiscal year for which taxes have been levied. Property taxes billed or collected in advance of the year for which they are levied, are recorded as a prepaid tax liability.

Property taxes are due on July 1 and December 1. Delinquent accounts are charged 12% interest. At the time of tax sale, in March of the next year, a lien is recorded on the property at the Registry of Deeds. The Town purchases all the delinquent accounts by paying the delinquent balance, recording costs and accrued interest. The accounts that are liened by the Town will be reclassified from property taxes receivable to unredeemed tax liens receivable. After this date, delinquent accounts will be charged interest at a rate of 18%.

The Town annually budgets an amounts (overlay for abatements) for property tax abatements and refunds.

Taxes receivable at December 31, 2003 consist of the following:

Property taxes:	
2003 levy	\$ 571,180
Unredeemed taxes:	
2002 levy	91,480
2001 levy	52,216
Yield tax	84
Land use change	<u>104,990</u>
Total taxes receivable, net	\$ <u>819,950</u>

Taxes receivable on entity-wide basis (Page 10) are net of an allowance for doubtful accounts in the amount of \$ 193,079.

### Taxes Collected for Others

The Town collects property taxes for the Hollis School District, the Hollis-Brookline Co-op, and the County of Hillsborough. Payments to the other taxing units are normally made throughout the year. The ultimate responsibility for the collection of taxes rests with the Town.

## 6. Capital Assets

Capital asset activity for the year ended December 31, 2003 was as follows (in thousands):



	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
<b>Governmental Activities:</b>				
Capital assets, being depreciated:				
Buildings and improvements	\$ 3,901	\$ 47	\$ -	\$ 3,948
Machinery, equipment, and furnishings	<u>3,561</u>	<u>153</u>	<u>-</u>	<u>3,714</u>
Total capital assets, being depreciated	7,462	200	-	7,662
Less accumulated depreciation for:				
Buildings and improvements	( 1,982)	( 105)	-	( 2,087)
Machinery, equipment, and furnishings	<u>( 1,486)</u>	<u>( 287)</u>	<u>-</u>	<u>( 1,773)</u>
Total accumulated depreciation	( 3,468)	( 392)	-	( 3,860)
Total capital assets, being depreciated, net	<u>3,994</u>	<u>( 192)</u>	<u>-</u>	<u>( 3,802)</u>
Capital assets, not being depreciated:				
Land	10,761	1,363	-	12,124
Construction in progress	<u>-</u>	<u>23</u>	<u>-</u>	<u>23</u>
Total capital assets, not being depreciated	<u>10,761</u>	<u>1,386</u>	<u>-</u>	<u>12,147</u>
Governmental activities capital assets, net	\$ <u>14,755</u>	\$ <u>1,194</u>	\$ <u>-</u>	\$ <u>15,949</u>

Note: The Town has not yet capitalized infrastructure assets for governmental activities.

Depreciation expense was charged to functions of the Town as follows (in thousands):

<b>Governmental Activities:</b>	
General government	\$ 15
Public safety	223
Public works	81
Culture and recreation	<u>73</u>
Total depreciation expense - governmental activities	\$ <u>392</u>

## 7. Accounts Payable

Accounts payable represent 2003 expenditures paid after December 31, 2003.

## 8. Deferred Revenue

Governmental funds report *deferred revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period.

The balance of the General Fund deferred revenues account is equal to the total of all December 31, 2003 receivable balances, except real and personal property taxes that are accrued for subsequent 60-day collections.

## 9. Anticipation Notes Payable

The following summarizes activity in notes payable during fiscal year 2003:

	Balance Beginning of Year	New Issues	Maturities	Balance End of Year
Anticipation notes	\$ 707	\$ -	\$ ( 707)	\$ -
Anticipation notes	<u>-</u>	<u>707</u>	<u>( 707)</u>	<u>-</u>
Total	\$ <u>707</u>	\$ <u>707</u>	\$ <u>1,414</u>	\$ <u>-</u>

## 10. Long-Term Debt

### A. General Obligation Bonds

The Town issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for governmental activities. General obligation bonds currently outstanding are as follows:

	Serial Maturities Through	Interest Rate(s)%	Amount Outstanding as of 12/31/03
<u>Governmental Activities:</u>			
Police Station	07/15/07	3.88%	\$ 100,000
Open Space	01/15/19	3.73%	<u>1,800,500</u>
Total Governmental Activities:			\$ <u>1,900,500</u>

### B. Future Debt Service

The annual principal payments to retire all general obligation long-term debt outstanding as of December 31, 2003 are as follows:

<u>Governmental</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2004	\$ 25,000	\$ 55,727	\$ 80,727
2005	140,500	88,536	229,036
2006	150,000	81,663	231,663
2007	150,000	73,975	223,975
2008	125,000	65,662	190,662
2009 - 2013	605,000	236,560	841,560
2014 - 2018	595,000	91,506	686,506
2019 - 2023	<u>110,000</u>	<u>2,612</u>	<u>112,612</u>
Total	\$ <u>1,900,500</u>	\$ <u>696,241</u>	\$ <u>2,596,741</u>

The general fund has been designated as the sole source to repay the governmental-type general obligation long-term debt outstanding as of December 31, 2003:

### C. Changes in General Long-Term Liabilities

During the year ended December 31, 2003, the following changes occurred in long-term liabilities (in thousands):

	Total Balance 1/1/03	Additions	Reductions	Total Balance 12/31/03	Less Current Portion	Equals Long-Term Portion 12/31/03
<u>Governmental Activities</u>						
Bonds payable	\$ 125	\$ 1,801	\$ (25)	\$ 1,901	\$ (25)	\$ 1,876
Other:						
Accrued employee benefits	<u>87</u>	<u>16</u>	<u>-</u>	<u>103</u>	<u>( 5)</u>	<u>98</u>
Totals	\$ <u>212</u>	\$ <u>1,817</u>	\$ <u>(25)</u>	\$ <u>2,004</u>	\$ <u>(30)</u>	\$ <u>1,974</u>

### 11. Restricted Net Assets

The accompanying entity-wide financial statements report restricted net assets when external constraints from grantors or contributors are placed on net assets.

Permanent fund restricted net assets are segregated between nonexpendable and expendable. The nonexpendable portion represents the original restricted principal contribution, and the expendable represents accumulated earnings which are available to be spent based on donor restrictions.

### 12. Reserves of Fund Equity

"Reserves" of fund equity are established to segregate fund balances which are either not available for expenditure in the future or are legally set aside for a specific future use.

The following types of reserves are reported at December 31, 2003:

Reserved for Encumbrances - An account used to segregate that portion of fund balance committed for expenditure of financial resources upon vendor performance.

Reserved for Perpetual Funds - Represents the principal of the nonexpendable trust fund investments. The balance cannot be spent for any purpose; however, it may be invested and the earnings may be spent.

### 13. Commitments and Contingencies

Outstanding Lawsuits - There are several pending lawsuits in which the Town is involved. The Town's management is of the opinion that the poten-

tial future settlement of such claims would not materially affect its financial statements taken as a whole.

Grants - Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

#### **14. Risk Management**

The government is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. There were no significant reductions in insurance coverage from the previous year and have been no material settlements in excess of coverage in any of the past three fiscal years.

#### **15. Implementation of New GASB Pronouncements**

During fiscal year 2003, the following GASB pronouncements were implemented:

- Statement #34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*.
- Statement #37, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments; Omnibus*.
- Statement #38, *Certain Financial Statement Note Disclosures*.

The pronouncements identified above are all related to the new financial reporting requirements as defined in Statement #34. Fiscal year 2003 is the required implementation date. The most significant changes required by the new financial reporting standards are as follows:

- Management's discussion and analysis.
- Basic financial statements, which include:
  - Government-wide financial statements, prepared using the economic resources measurement focus and the accrual basis of accounting.
  - Fund financial statements, consisting of a series of statements that focus on major governmental and enterprise funds.



- Schedules to reconcile the fund financial statements to the government-wide financial statements.
- Notes to the basic financial statements.

As a result of implementing these pronouncements, the following restatements have been made to the beginning fund balances:

<u>Fund</u>	Fund Balance December 31, 2002 (As previously reported)	<u>Reclassification</u>	<u>Prior Period Adjustment</u>	Fund Balance December 31, 2002 (As Restated)
General Fund	\$ 3,304,010	\$ -	\$ (627,997)	\$ 2,676,013
Special Revenue Fund	167,733	( 167,733)	-	-
Capital Project Fund	( 707,000)	707,000	-	-
Trust Fund	1,972,286	(1,972,286)	-	-
Nonmajor Gov. Fund	<u>-</u>	<u>1,433,019</u>	<u>-</u>	<u>1,433,019</u>
Total	\$ <u>4,737,029</u>	\$ <u>-</u>	\$ <u>(627,997)</u>	\$ <u>4,109,032</u>



## **HOLLIS SOCIAL LIBRARY**

### **HOLLIS SOCIAL LIBRARY RATED ONE OF THE BEST IN NEW HAMPSHIRE**

The Library was ranked 255 out of 1,445 in the 2004 Hennen's American Public Library Ratings (HALPR) Survey - better than 82% of the libraries serving communities of similar population size (5,000 – 10,000) in the country. In New Hampshire, only four libraries ranked higher than Hollis in its population category. Of the 224 public libraries that HALPR ranked in New Hampshire, only 21 came in higher.

The HALPR Index, which focuses on 15 factors, ranks libraries from 1 to 1,000. HALPR focuses on book checkouts, reference service, funding, and staffing. In the HALPR Index, each library is compared to all others in its population category in 15 measurements.

The Hollis Social Library ranked much higher than average in these areas: percentage of budget devoted to materials, materials expenditure per capita, visits per capita, circulation per hours open and per staff hours, cost per circulation, and collection use.

We were very pleased with the HALPR results. With a dedicated staff, guided by dedicated trustees, the library has sought to make the library operation as efficient and patron-responsive as possible. The HALPR results show that the Library's aims to offer Hollis residents the best possible collections and services are being achieved.

### **UTILIZATION**

2004 was another year of growth for the library. We added over 100 new cardholders, for a total of 3,977 – more than 50% of the population. Building attendance increased by 24%, as people checked out more materials and attended more program offerings than ever before.

Circulation increased by 5% over 2003, with the greatest increases occurring in areas to which we were able to devote more funds: Periodicals, Adult Nonfiction, and Adult Fiction. We substantially increased our history, social science, and travel sections, aided by donations from Mr. and Mrs. Deenik and the Morton E. Goulder Foundation. Our development of the large print and paperback collections, allowing for a much greater selection of new and diverse titles, prompted increased checkouts of these formats. Renewals also showed a marked increase, no doubt due to busier lifestyles.

Audiovisual areas in which the formats are in transition showed a decline. Videos and DVDs were down 2% and audios were down 6%. It is difficult to stretch level funding to keep up collections in older formats (video and cassette) while developing collections in new formats (DVD's and CDs).

Reference questions showed a sizeable gain – 11% over last year. Meeting Room Bookings by outside groups also increased significantly (37%). Internet use was down slightly, as more people purchase their own computers.

The number of Interlibrary Loans we borrow increased 20%, as we tried to borrow books for more book clubs than in previous years. Meanwhile, since our holdings are beginning to be added to the statewide ILL database, other libraries' borrowing our books increased by a third.

### **IMPROVEMENTS TO THE COLLECTIONS AND SERVICES**

In order to meet increasing demand, we began buying books for our Large Print collection on a regular basis. As a result of our improving the collection, the circulation of Large Print books increased over 50% from 2003.

We acquired the first new adult encyclopedias in six years – the Encyclopedia Britannica and Compton's Encyclopedia. They have filled an important need for up-to-date authoritative information for both adults and high school students.

In order to make space for new acquisitions:

- we weeded over 3,000 unused and/or obsolete titles, mainly from the Adult fiction, Adult nonfiction, and Children's nonfiction collections.
- we shifted the Adult fiction, mystery, paperback, biography, video, DVD, audio areas, as well as the Children's picture book, nonfiction, video, and kit collections.
- we installed new shelving for the Children's audiovisual collection and a new Adult paperback rack.

- we had to begin shelving books on a regular basis on our topmost shelves – 78 inches off the ground – which has caused inconvenience to many of our patrons.

With a generous donation from Mr. and Mrs. Douglas Anneser, we were able to institute, in December, wireless Internet service at the Library. Although we have just had wireless capability a few weeks, it has already attracted several people to our building.

## **PROGRAMS**

To better match our offerings to the needs of town residents, we conducted surveys to determine what types of programs town residents wanted most. Using the results from the surveys, we began offering afternoon storyhours and lapsits for children, more after school programs for teens, and began holding programs for adults on a regular basis, concentrating in the areas survey respondents showed the most interest: gardening, writing, cooking, and crafts.

Our adult writing programs were so popular that we started sponsoring a weekly “Writer’s Block” program for local aspiring writers. Our gardening series featuring Doug Gagne from The Mixed Border Nursery was very popular, as were our informational seminars on the Middle East given by Dr. Glen Swanson.

Afterschool movies for teens have proved to be very popular. The lapsit storytime for toddlers has filled a real need for connecting younger preschoolers with books. The Summer Reading Program attracted 197 children registrants who read over 1,300 books. Our “Polar Express” Pajama Party in December was the highlight of our Children’s programming for the year.

For the first time we also had an Adult summer reading program, Reading Rewards. The assistance of the Friends of the Hollis Library, which provided volunteer time and support for the raffle prizes, was invaluable in making this program a success. Over 70 adults read almost 400 titles during the summer. Local businesses - Aspirations, the Body Shop at Home, Curves, Hollis Family Chiropractic Center, Jennifer’s Hair Salon, Michael Timothy’s, Overlook Golf Club, Quiltopia, and Toadstool Books – generously donated prizes that we raffled off to participating readers.

Our Thursday Evening Book Discussion Group, sponsored by the Friends of The Hollis Library and the New Hampshire Humanities Council, held two interesting sessions in 2004, “Exploring Asia” in the spring and “Deciding Justice” in the fall. The Tuesday Morning Book Group met regularly during the year, reading and discussing a wide range of contemporary fiction and nonfiction.

## **THE LIBRARY BUILDING AND EXTERIOR**

New ignition control boards had to be installed in three of our furnaces over the winter.

The septic system (which we share with the Congregational Church) was repaired in the spring.

The Department of Public Work oversaw the resurfacing of the sidewalk and driveway entrance to the Library in September.

The Colonial Garden Club of Hollis did a great job, as usual, in their ongoing upkeep and beautification of our shrubs and flowers. In December, they donated three wreaths to help decorate the main entrance area of the Library. Their commitment to caring for the library’s exterior and landscaping is greatly appreciated.

## **DONATIONS**

As in the past, the Friends of the Hollis Library were a great source of financial support this year. The \$ 5,000 they gave us was used to broaden the depth of the Adult and Children’s book and audiovisual collections and for Adult and Children’s Programs.

We were very pleased to accept a gift from Mr. & Mrs. Douglas Anneser to enable us to start wireless Internet service.

We received very welcome donations from Mr. & Mrs. J. Howard Bigelow, The Colonial Garden Club, Mr. & Mrs. Lloyd Deenik, Mr. Ken Fiery, Ms. Non Finkelstein and The Morton E. Goulder Foundation, which were used to purchase materials to improve our collections. We also received donations in memory of Adeline M. Jambard, which will be used for our Adult book collection.



The Library was awarded two grants this year: \$ 2,000 from the Marie Le Doux Foundation, which will be used to purchase Children's materials; and \$150 from the New Hampshire State Library for the Children's Summer Reading Program.

## **OTHER HIGHLIGHTS**

The Board of Trustees undertook a complete review of all library policies and compiled a new expanded, revised version that became effective in the fall.

A new computer server for our Athena circulation and cataloging system was installed in August, replacing one five years old.

In June, we started adding our holdings to the statewide database of library holdings maintained by the New Hampshire State Library for inter-library loan purposes. We are adding 500 records a month; we look forward to having all our records in the NHU-PASC ILL system within a few years. This will allow us to participate more fully in the state's interlibrary loan structure.

Art displays we hosted this year included Ken Fiery's "Hollis Treasures" in September, Steve Previte's "Rural Things" in November, and Ed Barth's "The Big View" in December.

## **TRUSTEES, PERSONNEL, AND VOLUNTEERS**

We were sorry to accept Board Chair Gordon Russell's resignation in February. John Sias was elected to the Board of Trustees in March. J. Howard Bigelow was elected Board Chair to replace Gordon Russell.

Thanks to Dawn Desaulniers, the Town's Information Technology Specialist, for maintaining our computers, installing software and a firewall, and advising us on computer equipment needs and solutions.

We want to express our thanks to Art LeBlanc, Director of the Department of Public Works, and his staff, especially Peter Doneski and Curt Albrecht, for their ongoing assistance in maintaining the library building.

In April, the Children's Librarian started working 35 hours a week. With the additional 5 hours per week, the Librarian has been able to offer more programs for children and young adults as well as devote more time to maintaining and improving the various Children's and Young Adult collections.

We appreciated the many hours our volunteers contributed to repairing and shelving books, helping with programs, and staffing the circulation desk. Our dedicated 2004 volunteers were: K.C. Bower, Patricia Burant, Jacob Casserino, Barbara Chase, Joan Cole, Betty Fyfe, Mary Beth Kalvaitis, Claire Kelly, Non Finkelstein, Renee Maloney, Nancy Payette, Doris Rafferty, Halah Rahman, Steve Simons, Toby Tarnow, Karl Vogel, and Nancy Wall.

Staff changes: Children's Librarian Janice Ellerin left to teach at the Hollis-Brookline Middle School. Page Kevin Kong left to go to college. We welcomed Karen Dunham as our new Children's Librarian and Shane LaCoss as our new Page in August. Continuing on the staff were: Steve Russo as Director, Library Aids Edie Harris, Jack Maguire, Lisa Fabian, and Lyn Neilley, and Page Sarah Humphreys.

J. Howard Bigelow, Chair  
Wendy Valich, Vice-Chair  
Marcia Beckett, Treasurer  
Ann Shedd, Secretary  
Dorothy Hackett  
John Sias  
Norma Woods

# HOLLIS SOCIAL LIBRARY ANNUAL FINANCIAL REPORT FOR 2004

<b>OPERATING ACCOUNT</b>		
BEGINNING BALANCE 1/01/04		31,712.44
RECEIPTS:		
Transfer from Pearl Rideout Fund		3,890.61
Town Allocations - four quarters		190,178.00
Fines collected		11,380.88
Copier & Fax Income		662.80
Gifts		7,206.50
Nonresident Card Purchases		245.00
Interest Income		14.02
Refunds/Reimbursements		28.86
Grants		2,150.00
Miscellaneous		250.00
Sales of Peter Powers books, etc.		
<b>TOTAL RECEIPTS</b>		<b>216,006.67</b>
EXPENDITURES		
Wages, Salaries		127,677.78
Life & Disability Insurance		1,132.40
Library Materials		65,266.15
Utilities		11,068.41
Postage		817.74
Furnishings and Supplies		8,884.60
Copier Contract		1,441.00
Computers and Automation		4,070.38
Programs		6,106.80
Staff Development		1,043.05
Miscellaneous		957.69
Volunteer and Staff Recognition		305.69
Classified Advertisements		132.00
BookPage, bank expenses, library decorations		520.00
<b>TOTAL EXPENDITURES</b>		<b>228,466.00</b>
<b>FINAL BALANCE 12/31/04</b>		<b>19,253.11</b>
<b>SAVINGS ACCOUNT</b>		
BEGINNING BALANCE 1/01/04		5,257.15
RECEIPTS		
Trust Payments		1,829.33
Interest Income		21.47
<b>TOTAL RECEIPTS</b>		<b>1,850.80</b>
<b>FINAL BALANCE 12/31/04</b>		<b>7,107.95</b>
<b>PEARL RIDEOUT ENDOWMENT FUND*</b>		
BEGINNING BALANCE 1/01/04		64,843.65
EXPENDITURES		
Transfer to Operating Account		3,890.61
<b>FINAL BALANCE 12/31/04</b>		<b>65,682.81</b>

\*This is an investment account D28 handled and maintained by A.G. Edwards & Sons, Inc

Respectfully submitted, Marcia Beckett, Treasurer

# HOLLIS SOCIAL LIBRARY STATISTICAL REPORT-2004

	2000	2001	2002	2003	2004	% Change 2003-2004
<b>Cardholders</b>	3,544	3,190*	3,711	3,871	3,977	3
<b>Building Attendance</b>	48,752	39,584	53,495	54,981	68,001	24
<b>Circulation:</b>						
<b>Adult Fiction</b>	11,398	11,936	12,181	12,510	13,519	8
<b>Adult Nonfiction</b>	3,850	5,184	7,607	7,402	8,159	10
<b>Adult Video &amp; DVD</b>	5,043	7,248	10,638	14,632	14,328	-2
<b>Adult Audio</b>	2,591	3,009	3,366	3,734	3,504	-6
<b>Children's &amp; YA     (Books, Audio, Video)</b>	22,631	22,402	26,128	25,810	26,840	4
<b>Periodicals     (Adult, CH, YA)</b>	1,216	1,074	1,275	1,323	1,535	16
<b>Renewals     (Adult, CH, YA)</b>	5,737	3,250*	3,941	4,155	4,815	16
<b>Total Circulation</b>	<b>52,466</b>	<b>54,103</b>	<b>65,136</b>	<b>69,566</b>	<b>72,700</b>	<b>5</b>
<b>Books added</b>	2,226	3,389	2,853	3,016	3,705	23
<b>Audios added</b>	125	213	206	235	293	25
<b>Videos &amp; DVDs added</b>	188	400	555	515	602	17
<b>Magazines</b>				955	987	3
<b>Reserves</b>	979	1,082	1,105	1,278	1,257	-2
<b>Reference Questions</b>			1,119	2,136	2,381	11
<b>Meeting Room Bookings</b>	131	152	87	63	86	37
<b>Internet Use</b>	760	954	1,148	1,260	1,190	-6
<b>ILL &amp; Club Borrowed</b>	544	631	498	552	664	20
<b>ILLs Loaned</b>	208	268	292	195	259	33
<b>Museum Passes</b>	29	37	12	84	51	-39
<b>Adult Programs</b>	15	20	25	21	57	171
<b>Children's YA Programs</b>	70	81	68	55	99	80

\* CARDHOLDERS-BEGINNING IN 2001, WE ANNUALLY DELETE CARDHOLDERS WHO HAVE NOT USED THEIR CARDS IN THE PAST THREE YEARS.

\* RENEWALS-IN 2001, WE LENGTHENED THE LOAN PERIOD FOR BOOKS FROM 2 TO 3 WEEKS, WHICH RESULTED IN A DECLINE IN RENEWALS.



## **BROOKLINE/HOLLIS CABLE TELEVISION CONSORTIUM**

The Brookline/Hollis Cable Television Consortium was formed in early 2003 to get the best cable franchise agreement for the Town, and the Hollis Selectmen proposed doing this through a joint effort with Brookline in a Consortium. In addition to sharing the costs of the attorney, since the needs of the two Towns were very similar, this was an innovative step in continuing the ties between Hollis and Brookline while reducing the cost for each Town.

The Consortium is chartered with preparing and negotiating the cable franchise agreement for each town, after which it will disband. The maintenance and ongoing work associated with the franchise agreements will then revert to the Cable Advisory Committees of the two towns. The Consortium has worked closely with members of the Cable Advisory Committee on determining the issues of particular importance to Hollis.

The members of the Cable Advisory Committees of the two towns are all non-voting members of the Consortium and participate in all meetings, which are telecast on channel 12 or 13, and communications. There are four voting members of the Consortium; two from Brookline and two from Hollis:

1. Allan Miller, Hollis: chair
2. Chris St. George, Brookline: co-chair
3. Alan Rosenberg, Brookline: secretary
4. Ray Valle, Hollis: treasurer

The Consortium is working with Sharon Cuddy Somers and Robert Ciandella, telecommunications attorneys from the firm Donahue, Tucker, and Ciandella in Exeter, the leading experts in the field in the state.

At the time of this writing, in early January, the Consortium is dealing with the differing cable needs of the two communities. The Consortium has been actively negotiating with Charter throughout the year. We always welcome any comments or questions you may have.

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### **CABLE ADVISORY COMMITTEE**

The Cable Advisory Committee was established by the Selectmen to monitor the compliance of Charter Communications' nonexclusive contract with the Town, to advise the Board of Selectmen on matters relating to cable services, and to try to get citizens to assist in broadcasting a wider variety of town events and Committee meetings.

In 2004, the Town is ending the formal process of contract renewal. This committee is coordinating Town needs with the Brookline-Hollis Cable Consortium, which is the formal negotiating organ for contract renewal with Charter Communications. We also continue to handle issues subscribers have with their cable television service. Currently, the committee is focused on developing an appropriate charter to recommend to the Board of Selectmen that will help to increase the quality of service offered on the PEG (Public, Educational, and Government) channels. Individuals and groups are reminded that they may broadcast material on channel 12.

Hollis & Brookline renewals were being treated as a joint effort to both increase the leverage of each town and to control costs. We are the only two New Hampshire towns with service from our current cable provider's Worcester, MA based network. Recently, the two towns have taken differing positions on contract terms, and Hollis, due to the quickly changing, and volatile nature of the technology and regulations, is actively pursuing a short-term renewal of our franchise agreement with Charter Communications.

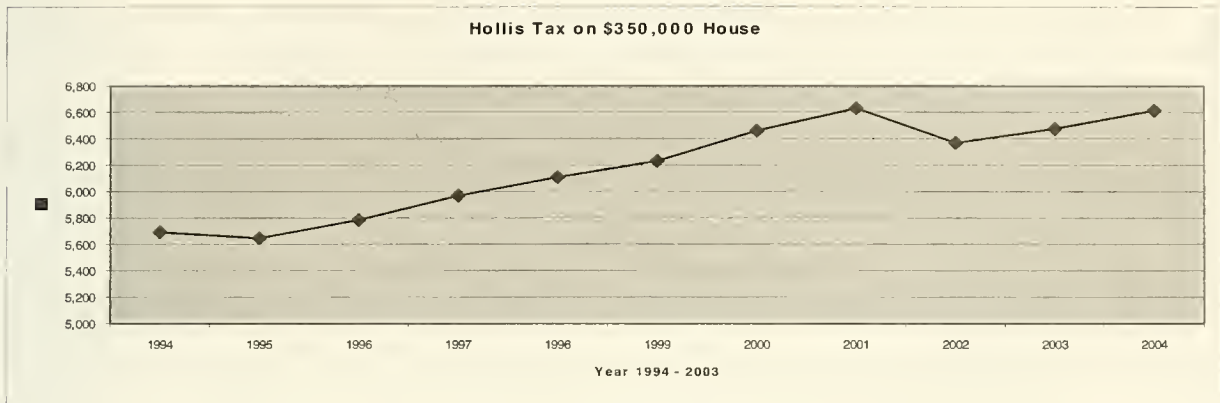
The committee has an informative link from the Hollis home page <<http://www.hollis.nh.us/cac/index.htm>> where residents are encouraged to follow both our minutes and ongoing discussions, which they may also contribute to. We have followed and implemented the recommendations of the Computer and Communications Infrastructure Committee for all town committees and are maintaining an open and public reflector site <<http://groups.yahoo.com/group/holliscac>> so that all committee related communications between members are public, in accordance with the State Right to Know Law. We invite comments and suggestions on improving our web based activities. The Committee meets the second Tuesday of each month in Town Hall

Ray Valle (chair), Allan Miller (vice-chair and secretary), Mark Johnson (Selectmen's representative), Carolyn Gargas, Mike Jeynes, Erwin Reijgers, Cynthia Rodgers, Lukasz Tomczyk.



## BUDGET COMMITTEE

The purpose of the Budget Committee is to assist the voters in the prudent annual appropriation of public funds. The committee draws its authority from NH RSA 32:1. In serving its role, the Budget Committee weighs the needs of the community for public services with the ability of the community to afford those services. The committee tries to strike a balance between the needs for services and affordability, paying particular attention to the long term impact on the tax rate. The following graph depicts the last ten years' history of the total taxes paid on an average \$350,000 property in Hollis (including the Hollis/Brookline Cooperative School District and Hillsborough County).



The current average \$6,600 tax bill has been edging upward ~ 2.2% per year. This moderate rate of increase is close to that afforded by the rate of inflation. While the recent tax rate history has met our goals, the Budget Committee is concerned by two factors which may combine to increase our taxes significantly in future:

- Bonded indebtedness: just due to recent land acquisition, Middle School construction and future Town facilities upgrades *we expect the average tax payer to experience an ~\$550 tax increase or (~8%) over the next two years*
- State School Funding: Hollis is a recipient town. We receive ~\$2M from the State to offset the cost of education. (See the dip in the graph above when this began.) If the formula used to calculate State education funding should change, this sum could diminish. The average Hollis tax payer would see a tax increase of ~\$700 (11%) if Hollis had to replace all of the state funding.

The process followed by the Budget Committee to develop a recommended budget begins with the committee providing recommended budget amounts to the Selectmen and the School Board. These amounts are calculated considering the increase in the town and school populations, changes in the demands for services, the rate of inflation and the portions of the budget over which we have no control.

The School Board and the Selectmen develop recommended budgets based on providing a level of service, sometimes incorporating new services. The initial budgets and associated Warrant articles are frequently higher than what the Budget Committees thinks is affordable. After considerable discussion and a number of meetings, we come closer to an agreement. At this time, public hearings are held on the suggested budgets. At the public hearings the citizens of Hollis have the opportunity to present their positions on the balance between the suggested services and the cost of those services. Weighing citizen input at the public hearings, the points brought forward by the Selectmen and the School Board and the affordability of the proposed budgets, the Budget Committee establishes recommended budgets, which are then presented to the Town and School District meetings for approval or modification by the voters.

Respectfully submitted,

Michael Harris, Chair, Hollis Budget Committee

## BUILDING DEPARTMENT

The Hollis Building Department issued a total of 325 permits for the year 2004. Of these, 53 permits were issued for new Single Family Homes and 1 permit was issued for a Two Family Dwelling (duplex). The two elderly housing developments in the south end of town are nearing completion with permits issued this year for 12 more units. Runnells Landing completed the last unit of their development this year, while The Village at Hollis Depot should finalize their project next year. Overlook received Planning Board site plan approval for 25 detached single family condominium units. This development will be constructed in phases over a 3 year period, with the first 12 permits being issued this year. The trend for larger homes continues again, with the average 4 bedroom home exceeding 3,500 square feet.

Long time Building Inspector, Rick Jones resigned this year to pursue other ventures in the construction industry. He has been replaced by David Gagnon, who comes to Hollis with 40 years experience in the building trade, actually having constructed several single family residences in Hollis over the past few years. In his short time with the Department, David has proven to be invaluable, bringing a calm, refreshing attitude to the office.

The Building Code Board of Appeals was resurrected this year to hear an appeal from a builder requesting a deviation from the current building code with respect to ceiling heights and window/door sizes. The Restored Homestead will be re-constructing an early eighteenth century home (the Maxcy Fisher homestead), which was dismantled and salvaged from Franklin, MA. The re-constructed post and beam cape, with attached ell and detached garage will be located on Main Street within Hollis' Historic District. The Building Code Board of Appeals approved their request to recreate the home with original ceiling heights, door width/heights and window sizes within the original sections of the home. All new portions of the home will meet all applicable building codes. The home will also be equipped with a residential sprinkler system to assist in fire protection for the occupants. The Building Department applauds this attempt at bringing a little piece of history back to life within Hollis.

The Building Department would like to impress upon all residents of Hollis the importance of obtaining permits for all construction projects; from simple sheds or renovations to additions or new homes. The permitting process allows for a thorough review of the building plans, verifying that all pertinent building codes are being met, and that the project complies with the terms of the Hollis Zoning Ordinance. The permit fees cover the expense of the plan review, document handling and all necessary inspections that are performed by the town. The field inspection process verifies that the actual construction has met all building codes and that the structure is safe to be occupied. This also helps to protect the homeowner from shoddy work being performed by contractors. Remember, all construction projects require at least 1 inspection – even sheds.

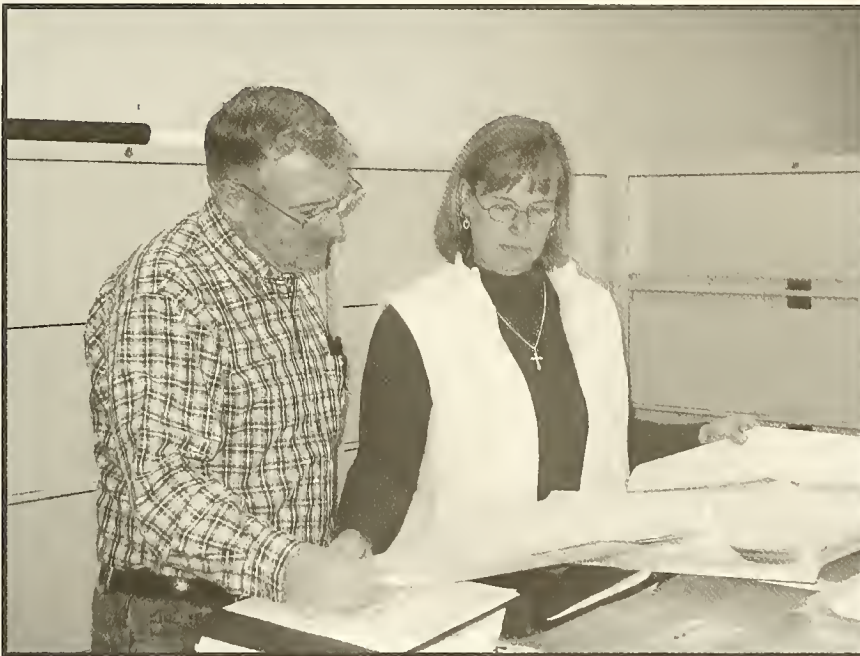
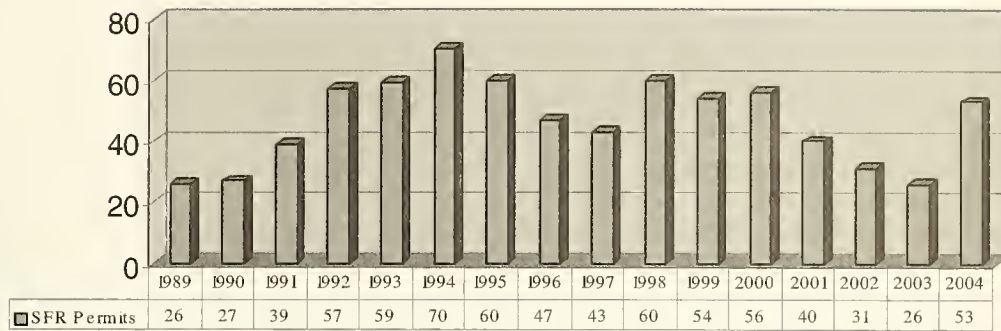
Respectfully submitted,

Deborah Adams, Building Coordinator

Year-to-Year Comparison (not including electrical/plumbing/mechanical permits issued in conjunction with other projects)							
	Building Permits	Single Family	Elderly Housing Units	Duplex	Mobile Home	Total Permit Fees	Total Building Value
						\$	\$
2004	325	53	12	1	2	91,509.53	25,446,300
2003	284	26	26	1	0	66,859.53	16,089,300
2002	296	31	38	0	2	77,493.58	18,853,700
2001	329	40	24	0	0	72,295.77	17,937,850
2000	298	56	0	0	0	68,211.90	21,158,025
1999	290	54	0	0	3	64,694.49	19,383,094
1998	319	60	0	0	1	71,530.78	17,098,740
1997	270	43	0	0	2	52,489.56	13,095,955

## BUILDING DEPARTMENT (CONT)

### Single Family Residence Permits Issued



BUILDING INSPECTOR DAVID GAGNON AND BUILDING COORDINATOR DEBORAH ADAMS



## CEMETERY TRUSTEES 2004 ANNUAL REPORT

During 2004 the Hollis Cemetery Trustees focused on both the old and the new. The Cemetery Trustees began a project to repair the Churchyard Cemetery and successfully pursued a significant expansion to the East Cemetery.

At the Churchyard, Cemetery Trustees approved a two-phase project to restore the Cemetery to its appearance at the turn of the 20th century and to formalize two gated entry ways. Phase One is currently under way with a Hollis Boy Scout project, led by Jonathan Flynn, gaining donations of time and materials for the installation of two wrought iron gates. Additionally, years of tree encroachment were removed in preparation for the restoration of the western rock wall and new tree plantings to further beautify the area. Phase two of the project involves removal of the sapling and brush border at the eastern and southeastern edges of the Churchyard and the installation of a loose-fitting rock wall to reflect the existing walls.

Winning by a vote of one, voters at the Town Meeting approved a bond measure to purchase 12.07 acres of land abutting the East Cemetery on Wheeler Road. The Cemetery Trustees pursued this purchase to offset the shrinking availability of existing cemetery land. At current rates of purchase, the Town would have exhausted all usable cemetery land in 10-11 years. This purchase ensures adequate cemetery space for hundreds of years.

Other work performed on the Town cemeteries included:

- Fence repair at the Lawrence Cemetery on Rte. 111.
- Minor tree removal at the East Cemetery on Wheeler Road.
- Surveying and marking of the last remaining plots at the North Cemetery on Rte. 122.
- Beginning of an experimental program to record survey markers, plot ownership and other cemetery information in a computerized CAD program to assist the Town in the tracking cemetery data.

During 2004, Public Works performed the following burials.

Date of Cremation Interment	Deceased	Date of Full Interment	Deceased
4/6/04	Piechota, Mavis Irene	4/21/04	Beaudette, Joseph
5/28/04	Dickerman, Elizabeth Anne	4/24/04	Hoar, Dorothy
6/3/04	Mathews, Glenna	5/1/04	Raymond, Sylvia M.
6/18/04	Storm, Dorothy	5/5/04	Seager, Ruth
7/6/04	Converse, Howard	5/20/04	O'Connell, William
8/26/04	Kurtyka, Marie A.	6/18/04	Cave, Rosella Margaret
11/23/04	Moore, Margit S.	8/9/04	Rock, Barbara Sweetser
		8/26/04	Pineo, Fred E.
		8/28/04	Manoukian, Michael Steven
		9/24/04	MacFarland, Earl
		11/27/04	Jambard, Adeline M.

A total of 21 lots were sold in the North and East Cemeteries, including 8 of the 2-grave monument lots. All other cemeteries are closed for lot purchases. Currently the Town of Hollis owns the following tracts of land for cemeteries:

	Acres
South Cemetery	1.17
Churchyard Cemetery	.81
North Cemetery	5.37
East Cemetery	17.96
Pine Hill Cemetery	1.49

Respectfully submitted,

Chris Buzzy, Chairman

Jeff Snow

Deborah Adams & Kimberly Dogherty, Secretaries

Kathy Albee

Joe Oliver

Nancy Bell



# CONSERVATION COMMISSION

## **Charter**

The purpose of the Hollis Conservation Commission is to protect the natural heritage and rural character of Hollis by conserving and enhancing the Town's natural resources. We place special emphasis on protecting agricultural and forest resources, aquifers and waterways, greenways and views.

## **Land/Easement Purchases**

In January, we purchased a 36-acre parcel on South Merrimack and Old Mooar Hill Roads from the Melva Wright Heirs. The cost was \$250,000, plus title and attorney fees.

We held a public hearing on February 20 to discuss our planned purchase of a conservation easement on the 22-acre Peacock Orchard. Later in the year, we withdrew our support of the project when the property owner was unable to obtain federal grant funding.

We continue to investigate properties with significant natural resource values.

## **Funding**

The Commission's major source of funds is 50% of the land use change tax penalties that the Town receives each year. The amount we received from this revenue source in 2004 was \$219,205.

We also have a line-item budget for operating expenses, which was \$9500 for 2004. Money not spent from the operating expense budget returns to the general fund each year.

The Commission also continues to pursue any potential public grants—federal, state, and private—in order to reduce costs of conservation land purchases to the taxpayers.

At year-end, the Land Conservation Fund had two reserve accounts: Stewardship Defense (\$10,000), and Flints Pond Restoration (\$30,000). The remaining \$470,000 of the Fund is available for future projects.

## **Zoning & Regulations**

New developments and subdivisions are presented to the Commission as part of the Hollis Planning Board process. Commission members, acting in an advisory capacity, review conceptual design plans, take site walks, and report their findings to the Planning Board. The Commission reviews these plans from a conservation aspect and places great importance on wetland, aquifer, soil, and habitat protection.

In 2004, the proposed "Whaleback Woods" subdivision reduced its wetland buffer impact from seven to five acres and its wetland filling to about 10,000 square feet. The Commission remains opposed to the project, however, and has reissued its letters requesting that the developer produce a plan with less environmental impact.

In 2004, we reviewed three Wetlands impact Permits, also known as dredge and fill permits.

## **Stewardship**

One of the yearly activities for the Hollis Conservation Commission is the monitoring of town conservation properties and easements. In addition to performing standard town stewardship responsibilities, these monitoring projects fulfill requirements laid out by the Stewardship Plans that were submitted and accepted when the town applied and won water supply land grants from the New Hampshire Department of Environmental Services.

This year, members of the HCC monitored the Gardner Easement on South Merrimack Road, the Glover Property on Nevins Road, the High School Easement, and the Worcester Easement on Rocky Pond Road.

To monitor a property, the HCC reviews the HCC files on the properties (especially the deed and prior monitoring reports), schedules a site walk visit with the landowner (if not the town), walks the property and submits a report to the NHDES highlighting any changes or notable observations.

This year's visit to the Gardner Easement focused on a boundary walk. There were no major changes noted and it appeared that the easement restrictions were being observed. The only issue discovered was a boundary encroachment by a neighbor that has been reported, communicated to the neighbor and subsequently corrected.

The Glover property was also monitored this year. The Hollis Trails Committee has improved a trail on the property. One major disturbance was noted along Nevins Road where it appears that abutting neighbors are dumping grass clippings and plastic garden pots into the wetlands. Letters were sent to the abutters asking that they discontinue this practice, as it is unlawful and detrimental to the wetland. Letters were also sent to the neighbors along Marion Drive and Forrence Drive reminding them of their boundary responsibilities and to ask those abutters to inform the town of any notable disturbances to the property they might observe from their vantage points.

The Worcester property, which is a collection of parcels totaling approximately 50 acres, was protected in a complex series of transactions ending in May of 2000. Some of the property consists of a donated easement from Frederick (Ted) Worcester, the rest of the land was purchased by the Town (and some neighbors) from Mr. Worcester. No notable disturbances were reported after a site visit to the Worcester property.

The Hollis Brookline High School Easement was monitored as well. The report noted that the new track is in place and completed as well as an accompanying shed which houses the electrical support for the sprinkler system. While the majority of the easement property appears to be in good condition, there were three issues, all concerning the large body of water at the front of the school. A portable potty was tipped over about 15 feet from the wetland. There was also an old mower, which apparently was abandoned within the wetland buffer, and a plastic banner left as trash in the area. More importantly, the School District has not submitted its surface water analysis of the ponds, a requirement of the easement. The Chairman of the Commission has notified the School District.

#### **Water Resources**

Two of our members attend the Hollis Stormwater Management Committee meetings.

#### **Outreach**

This year we started our own web site, at [www.hollisconscomm.org](http://www.hollisconscomm.org). You can access the site directly or through the Town web site, [www.hollis.nh.us](http://www.hollis.nh.us). Please let us know what you want to see highlighted on our site.

In September, the Commission participated in the annual Hollis Old Home Days events. Visitors to the Commission's booth viewed maps and aerial photo displays, including some GIS maps and wildlife habitat overlays on a computer screen. Additionally, 33 volunteers signed up for a well water testing program being established by William Beauregard of the Planning Board.

During the year, member James Oehler organized and led five walks on Hollis conservation lands. The theme of the walks was "Explore the Nature of Hollis."

#### **Membership**

Officers elected in May, 2004 were: Tom Dufresne, Chair; Susan Durham, Vice Chair; Thomas Davies, Treasurer; and Richard Brown, Secretary.

There are two well-known, state-wide conservation workshops given each year in New Hampshire. In the spring, six members traveled to Weare to participate in the "Saving Special Places 2004" workshops sponsored by the Center for Land Conservation Assistance and the UNH Cooperative Extension. In November, five members attended the NH Association of Conservation Commission Annual Meeting and workshops in Concord, NH.

Respectfully submitted,  
Richard Brown, Secretary

## **COMMUNICATIONS DEPARTMENT**

In the past year, the Hollis Communications Department has strived to meet the ever-increasing demands of our residents and to provide communication support for all Town departments.

During the past year, the department has progressed in all areas of communications. Through training and teamwork we have offered the high level of preparedness and professionalism that our community expects and deserves. The support of Town departments and especially the Townspeople has helped us to meet our goals and objectives.

Whatever the need: emergency services, non-emergency services, directions, general service assistance or the senior call program, we are there when you call.

The department extends its sincere thanks to the residents of Hollis for their continued support. We look forward to serving you in 2005.

Respectfully submitted,  
Michael Pischetola  
Director of Communications

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### **BIRCH HILL COMMUNICATIONS ANTENNAS**

Good news for the emergency services was the movement of communications equipment to the Birch Hill communications tower. With the new location for radio antennas, the once "dead" spots in Hollis have come to life. There now appears to be no area in Town that communications between the dispatchers, located in the Hollis Police building, and our emergency apparatus cannot be maintained. One remaining, anticipated problem is in the process of being corrected and should be complete by early spring. For these improvements, the Ambulance, Fire and Police personnel are indebted to the Town.

Respectfully submitted,  
Don Ryder

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### **TOWN FOREST REPORT**

No timber was harvested in 2004 on the Town Forest. A harvest is scheduled for 2005 in the Potato Hollow and Tyng Hill area. Boundary marking will be done on the Big Dickerman Lot in 2005.

The trails committee built a new trail down the hill from the Drill Yard to the new property acquired from the Skyview III development. This will keep the trail users on Town property instead of disturbing the new neighbors at Skyview III.

Many thanks to the trails committee for their hard work keeping the trails open.

Respectfully submitted:  
Craig Birch  
Bill Burton  
Ted Chamberlain  
Steve Briggs  
Steve Beaulieu



## DEPARTMENT OF PUBLIC WORKS

This was a very busy year for this department, between the strange weather patterns, and attempting to comply with the federally mandated, non-funded MS4 program from the US Environmental Protection Agency (EPA), also known as the Clean Water Act. At the Transfer Station and Stump Dump many changes took place this year. Nearly all of the activities were related to MS4.

The most exciting event at the Transfer Station was the new office for the attendants. For the first time ever, attendants have a warm retreat (the furnace burns waste oil) with running water. Well and septic systems were installed, and a new emergency eye wash station was installed in the new bathroom. A garage area was built onto the rear of the building to house the tractor away from the elements (also to prevent vandalism). We put in a new base composed of ground-up asphalt under the metal pile to prevent filtration into the ground (MS4). The area for the waste oil and storage shed was fenced in, and some new landscaping was installed as well. Some new signs further dressed up the area, including the large one outside, given to us by New Hampshire the Beautiful. The entrance area was paved, as well as a new pad to store propane tanks and other recycled materials (MS4). A concrete pad was installed for the new mixed paper compactor that will be arriving soon.

At the Stump Dump, a berm was installed and seeded around the south side of the property to prevent any run off into Sucker Brook. The apron at the entrance was paved to prevent materials from being tracked out onto Depot Road. The loam & compost piles were condensed to make a less active work area. Concrete containment bins are being built to contain construction materials. An on-site visit with the New England EPA representative indicated that we are on the right track in compliance with the Clean Water Act.

Our recycling programs continue to prove beneficial to all concerned. The used goods table provides items that are re-used instead of thrown out. The scrap metals yielded \$18,960.83 last year. Used motor oil, totaling 2220 gallons, 194 propane tanks, 4590 linear feet of fluorescent bulbs & lamps, as well as 3.42 tons of tires and the demolition materials and shingles from the Stump Dump (totaling 405.43 tons) were also recycled at a cost to the Town.

In 2004, the Town of Hollis disposed of 2951.65 tons of household trash. The cost was roughly \$235,552. or \$32.72 for every man, woman and child in town. We also recycled 153.21 tons of mixed glass, 53.94 tons of commingles (plastics & tin). While we paid for the disposal of these items, the fees were no where what they would have been if they had been dumped in the regular trash, and an added plus is that they will be re-manufactured into something else.

We received revenue for aluminum cans, corrugated cardboard, newspaper/magazines and mixed paper. While the income was not huge, the savings were enormous when you consider that it would have cost \$36,486.49 in "tipping fees" alone for the 523.93 tons of these items had they been thrown into the trash.

While we didn't have as much snow as other years, we had very cold weather, and lots of rain and wind. In April, we had major rains that caused flooding all over town with pronounced damages at the bridge on South Merrimack Road, North Pepperell Road, Hannah Drive, Forest View Drive as well as Twiss Lane. On Worcester Road, repairs to flood damages included an experimental use of rubber chips, which are derived from ground up tires. The chips, which are used as fill material capped with stone and fabric, are less expensive than stone. In September, there was another major rainstorm (remember Old Home Days?). In November, there was a windstorm that dropped many trees and caused power outages. We applied the first sand and salt of the season on November 13, which was a welcome change from late October of the past two years.

In the spring of 2004, all of the town roads were swept. Also in the spring, all of the catch basins and some of the culverts were cleaned. Both of these activities were part of our annual maintenance program, and neatly fit into our responsibilities of MS4.

In September, South Merrimack Road was paved from Nevins Road to Witches Spring Road, including a portion of Witches Spring Road and Meadow Drive. The drainage improvements, which included portions of Meadow Drive, Buttonwood Drive, South Merrimack Road and Witches Spring Road, were done prior to paving and also included installation of catch basins, drilling rocks, as well as seeding and mulching for erosion control. Shim and overlay was also applied to Howe Lane, which also included drainage and erosion control. Dutton Lane was paved in concert with the City of Nashua. This helped open up the Depot Road Rail Trail to Groton. There was some shim and overlay work



on Hayden Road. Orchard Drive received shim and overlay. On Ridge Road, from Worcester to Flag, drainage improvements were done as a prelude to shim and overlay being applied. Various catch basins and headwalls were repaired or replaced around town, including Clinton Drive. Drainage improvements were made on Worcester Road from Route 122 to Ridge Road to cause the water to flow away from the road and away from front lawns. A culvert on North Pepperell Road, near Black Oak, was replaced, as well as another on Rideout near Powers. On Hannah Drive we made repairs to the Fire Pond outlets whose function had been disrupted by beavers. Drainage improvements were also done on Nevins.

Among the training received by our personnel this past year were:

Household Hazardous Waste Refresher Course, Anti-Icing Applications, Practical Public & Community Relations, Detour for Safety, PR for Public Works, Burn -Pit and Ash Management, First Aid & CPR Heartsavers as well as an EPA instructional seminar as part of MS4 that was attended by the entire staff.

Several members of our team assisted in renovating the Town Clerk's office. Several others assisted in moving furniture and files at Town Hall.

Eventually, all the catch basins, manholes and culverts in town will be mapped electronically (More MS4). Maps of the individual streets were taken, and several of our staff manually located each of the entities. Several engineering students from UNH were hired to GIS the entities in the areas mandated by MS4. This will be an on-going program.

We took delivery of a 2005 International 7400 dump truck.

A new furnace was installed at the Garage that will burn waste oil.

Following inspections conducted by the State at the sites of the Hildreth Dam and the Dunklee Dam, some brush cutting was done by several of our staff to meet compliance.

This fall, 112.80 linear miles of roads (both ways, including cul-de-sacs) benefited from roadside mowing.

We prepared and poured concrete for the installation of a bench at Memorial Park. We also assisted in rebuilding the library sidewalk. We assisted the Heritage Commission in loading the frame members of the Lawrence Barn for delivery to the restoration contractor. We assisted in the setting up of the Memorial Day Parade, the Strawberry Festival and the Apple Festival. We spruced up the horse rink, the track and the parking lot for Old Home Days. We participated in the parade as well as manning a display table. We also mounted the huge sign on the trailer parked on Depot Road advertising Old Home Days.

At the Always Ready Engine House, we assisted the contractor who repaired the windows, and painted the building.

We assisted at 4 elections in 2004.

Whenever a member of the public calls for the DPW, whether it be at Town Hall, the DPW or the Communications Center (They pick up our phone after 4 rings, 24 hours a day), the request is recorded on a triplicate work order which is reviewed by the Director or Supervisor, forwarded to the appropriate employee for attention and then it is completed, signed off and filed. We encourage the public to continue calling whenever they have a DPW-related problem. Be sure to leave your telephone number, address, and state the problem, including the location. Our telephone number is 465-2246.

My sincere thanks to the residents of Hollis, Town Employees, contractors, vendors and volunteers for their assistance and cooperation in 2004.

Arthur G. LeBlanc  
Director

## HOLLIS FIRE DEPARTMENT

This year the fire department has been presented with many challenges and demands in our efforts to provide the professional, quality service that the townspeople deserve. By being prepared, through pre-planning, training, and education, we are better able to meet the challenges in providing superior fire, rescue and emergency medical services.

During an emergency there are always unexpected hazards, which may easily be eliminated by advanced planning. For example: during a winter response trying to find a house number or a driveway can slow the response. If you do not have a house number near your driveway, consider the value and obtain one. The life you save may be your own.

Saving your life leads to the **Vial of Life** program. This is a pre-planning tool that is designed to provide your specific medical information for ambulance personnel and hospital staff to use in the event of a medical emergency. The vials are available at the fire station and we would be happy to bring one to you at your home. Please call the fire station to request one. (465-6001)

The Fire Safety House continues to be an excellent educational tool. Children are becoming more aware of fire safety after being exposed to this house. We have been using it every year at the school during fire prevention week, and students continue to be enthusiastic.

Our annual Open House is also held during Fire Prevention Month, in October. This activity provides families an opportunity to visit the fire station and review their pre-planned escape routes, including a pre-arranged meeting place, with members of the fire department. Families also can enjoy a fire truck ride, a visit with Sparky, the fire dog and/or Smokey Bear. Refreshments are provided. This event reinforces fire safety in a fun and family oriented setting. Many members of the department, as well as the explorers, are actively involved in this project.

The Explorer Post continues and is active in our department. Students between the ages of 14-18 are welcome. They learn about fire fighting, first aid, and the structure of a department "chain of command". They organize their post with members of their "chain of command". This post provides leadership, and civic opportunities, as well as, learning about many aspects of the fire service and the emergency medical response. They give many hours of service to our community under the direction of: Deputy Chief "Rob" Boggis, Deputy Chief Ron Deblois, Lt. Alison Brackett, and Lt. "Chip" Brisk,

With the assistance of the Explorers, we once again held the Bicycle Rodeo in the parking lot of the Hollis/Brookline High School. The bike shops in Milford, Merrimack, and Nashua donated many bicycle accessories. Member of the department set up stations for the children to interact and learn about bicycle safety and awareness of hazards on the road. Each bicycle was inspected and helmets were checked for proper size and fit.

Education and training for the members of the fire department and ambulance personnel is vital to providing professional emergency responses for the Town of Hollis and the Souhegan Mutual Aid Network. We also offer education and training to non-members through the Community CPR and First Aid classes.

The Hollis Fire Association is comprised of all the members of the fire department and led by President Joseph White, who works tirelessly on fundraising events. Along with financial donations from the generous people of Hollis, this Association continues to administer the Warren H. Towne Memorial Scholarship. This year the recipient was Meredith Stanizzi. She is currently attending St. Anselm's College, majoring in nursing.

As our town has grown, there have been increased demands. However, the fire station is not adequately meeting either the Department's or the Town's needs. Over the past two years, a study and an architectural plan to improve the space needs for the fire station have been completed.

You, as a community and as individuals, have been very supportive of the needs of the fire department, by providing votes and financial resources to this department. I hope that I may count on you this year to improve the quality of the fire station. It will result in the Hollis Fire Department better serving the Town of Hollis.

I consider myself very fortunate to have dedicated personnel that work unselfishly together as a team, putting aside their own personal comfort and safety at any hour, to assist those in need. These people are your neighbors and I am thankful for their assistance and support.

Respectfully submitted,  
Richard Towne, Fire Chief

2004	FIRE DEPARTMENT	CALL LOAD
<b>ALARM:</b>	Unintentional	48
	Malfunction	40
	Malicious False	5
<b>FIRE:</b>	Building	4
	Cooking	3
	Brush	8
	Vehicle	4
	Mutual Aid	15
	Electrical	5
	MVA/no injury	47
	Chimney	4
	Pole/Transformer	3
	Propane	1
	Oil Burner	8
	Unauthorized Burning	15
	Trash	1
<b>MEDICAL:</b>	Trauma	70
	Medical	228
	MVA/with injury	29
	Mutual Aid	13
<b>HAZARDOUS CONDITION</b>	CO Incident	13
	Hazmat investigation	9
	Fuel Spill	2
	Propane Leak	8
	Wires Down	10
<b>SERVICE</b>	Public Assistance	53
	Animal Rescue	5
	Lockout	5
	Water Problem	17
	Smoke Scare	30
<b>TOTAL CALLS</b>		703



## HERITAGE COMMISSION

The Heritage Commission has continued to work to fulfill its mission of promoting the proper recognition, use and protection of resources, tangible or intangible, primarily man-made, that are valued for their historic, cultural, aesthetic or community significance within their natural, built, or cultural contexts.

Early in the year we joined our State Representative, Richard Drisko, in Concord to speak at a House committee hearing in favor of House Bill 1187. This bill was sponsored by Rep. Drisko at the request of the Heritage Commission, and proposed that a portion of the Land Use Change Tax (LUCT) be allowed by town meeting vote to be allocated to a Heritage fund just as a portion can now be allocated to a conservation fund. Two hearings were held before the Municipal and County Government Committee. Ultimately, the committee voted the bill “inexpedient to legislate” and it died in committee. This outcome was disappointing, but not unexpected, and we have been asked by the NH Preservation Alliance if we would consider resubmitting a similar legislative request at a later date. Another bill that we supported and which was passed into law, RSA 79-D, continues to offer tax relief to owners of qualified “historic agricultural structures”. Information and applications can be obtained from the town assessor’s office with a yearly deadline of April 15<sup>th</sup>.

At the 2004 Town Meeting in March, the HC submitted a petition warrant article requesting \$50,000 for the repair and preservation of the original timber frame members of the Historic Lawrence Barn. This article was passed and the Lawrence Barn subcommittee has worked diligently to prepare for the reconstruction of the barn on Nichols Field this coming year.

On April 10<sup>th</sup> the HC held a dedication ceremony at the Annabelle S. Johnson Preserve on Federal Hill Road. The preserve includes an eight-acre parcel of wooded land, a portion of the Birch Hill Brook and the remains of the old Bailey Mill. The heirs of Mrs. Johnson gifted this property to the town. We are indebted to her entire family for their generosity.

Funds that were donated to the HC by local artist, Stephen Previte, from the sale of his limited edition print, “The Ice House”, are being held in a reserve account to benefit the restoration/maintenance of this highly visible local landmark on Rt. 122. The town has now voted to acquire the Woodmont Orchard property including the ice house itself and the HC has volunteered to work with a town stewardship committee to conserve this picturesque building.

A portion of our Old Home Day exhibit in September was dedicated to this year’s theme of “All Creatures Great and Small, Hollis Has Them All” and included a photo exhibit of earlier days in Hollis illustrating our farms and farming heritage and the animals that were so much a part of daily life.

Annual site visits to our stewardship properties were conducted at the Shedd Mill site and the Johnson Preserve. Conditions at both sites were documented, photos were taken and reports filed.

As part of our long-range historic resources survey, we submitted an application for a Certified Local Government (CLG) Grant for a town-wide inventory of historic buildings. Although this application was denied, the Division of Historical Resources in Concord, which oversees these grants, held an informational meeting in November to offer advise on grant writing and eligibility requirements. We attended this meeting and the DHR encouraged us, along with the other eleven state CLG’s, to submit applications during the next round of grants.

Members also attended the NH Preservation Alliance Conference in Concord in the spring and the Local Government Center Law Lecture series in Manchester in the fall.

In April, Bette Finnern was appointed a regular member. Our membership now stands at eight. All HC meetings are open to the public and we welcome those interested in learning more about the commission or volunteering for membership to attend. Meetings are held on the second and fourth Tuesdays of the month at 7:15pm in the Lower Town Hall.

We especially want to thank all of you who have contributed to our endeavors throughout this past year—with your continued support, we look forward to an “old-fashioned barn raising” in 2005.



Respectfully submitted,

Sharon M. Howe, Chair  
Bette Finneru, Clerk  
Lucy Husk

M. Honi Glover, Vice Chair  
James Cram, HDC  
Brad Buchanan

Robert Leadbetter, Finance Officer  
Richard Walker, Selectmen's Representative

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## LAWRENCE BARN COMMITTEE

During 2004, the Lawrence Barn project evolved from a great idea promoted and supported by the Heritage Commission to a genuine town project endorsed by most town organizations and an ever-growing group of citizen supporters. Contributions of time, ideas, cash, and pledges of work and material contributions for the barn increased as the year rolled on.

Official town support was ratified at the Town Meeting in March 2004 when the citizens of Hollis voted overwhelmingly in favor of a \$50,000 petitioned warrant article to pay to have the 200-year old barn beams repaired by restoration specialist Arron Sturgis of Preservation Timber Framers.

In June, 25 volunteers under the direction of Honi Glover organized the move to Arron's shop in Elliot, Maine. In September at Old Home Day, the Heritage Commission dedicated its booth to Barn displays and a log hewing demonstration by Arron.

In October, Liz Barbour, Pam Richardson, and dozens of volunteers organized a genuine, down home Barn Dance that literally 'sold out' its 250 tickets for an evening of dinner, dessert, square dancing, and historical storytelling. It was a wonderful evening that showcased the strong sense of community that we share in Hollis and how a facility such as the Lawrence Barn will provide a location for many more gatherings of organizations of all types.

Throughout the year, the Lawrence Barn Committee and several subcommittees met in earnest to move the project along on various fronts of activity. Our architects, BMA of Amherst, have further developed the restoration and construction drawings for the building. The specifications are evolving as well as a definitive construction budget.

Over twenty local construction firms have pledged support for the construction of the barn through donated items, labor, machinery time, and materials. The value of the donated items has now reached over \$100,000! The experience and expertise of these local firms has been invaluable in bringing the project forward.

Fundraising has also been a major focus of the committee with the initiation of a Barn Peg drive that will allow all donors to actually drive a wooden peg into the structure of the barn that will both symbolically and physically hold the structure together for what we hope will be, at least, another 200 years. These cash donations have also reached another \$100,000.

Perhaps most rewarding to the committee has been the increasing interest and support from the community to help in this effort. The idea that, as a community, we are preserving a symbol of the town's agricultural history, and creating a wonderful town-gathering place has become a compelling appeal.

Lawrence Barn Steering Committee:

Jim Cram, Chairman  
Honi Glover  
Liz Barbour, Events  
Bob Leadbetter, Treasurer  
Mara Huberlie, Publicity  
Sharon Howe, Historian  
Bette Finneru, Clerk

\*The Lawrence Barn Committee is a subcommittee of the Hollis Heritage Commission.

## HOLLIS OLD HOME DAY

On behalf of the Old Home Day Committee I would like to thank everyone for his or her participation in this year's town celebration. Everyone had a great time at the dance on Friday night. On Saturday, hurricane Ivan rained on our parade but the weather cleared by early afternoon and the field quickly filled up with eager visitors. The barbeque was great and the entertainment was held under the tents so everyone could enjoy the music and their meals. The Pet Parade was held on the track with the animals parading in front of the booths. The fireworks were held on the clear Sunday night and were viewed from Nichols field, the high school, Brookdale Farm and many other vantage points. Our annual silent auction was held on Sunday, October 3rd at the Always Ready Engine House in conjunction with our friends at the Historical Society. Visitors enjoyed fresh pressed cider, walked through all of the displays at the firehouse and generously bid on all the items donated by our local community. Even though OHD was spread out over four different days, it was very well attended and enjoyed by all. Thank you to all of the volunteers, cash and silent auction donors, demonstrators, and participants. Special thanks, as always, go out to the BBQ team, the Hollis Brookline Rotary, Hollis Fire, DPW and Police.

Respectfully submitted,  
Mary Smith,  
Chairman (email: hollisohd@aol.com)

### The Hollis Old Home Day Committee:

Delores Ballou	Steve Burns	Louise King	Sheryl Ryder
Nancy Bell	Chris DeBlois	Steven Luce	Debbe Shipman
Ann Bellamy	Mabel Geddes	Thelma Pollard	Mary Ann Smith
Marie Bristol	Honi Glover	DebPotter	Mary Smith

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## INFORMATION TECHNOLOGY

The Town's Information Technology Specialist performs day-to-day systems upkeep and troubleshooting. In addition, we are continually expanding and improving information systems in all Town departments. This year, a large amount of time was spent on upgrading the Police and Communication department software. This project was mostly funded with a grant to replace the existing Records and Dispatch programs. We began with purchasing hardware in April. The new server, 7 computers, laser printer, label printer and forms printer were all setup. Then some key individuals attended hands on training with the software company (IMC) in June and July. During this time we began getting our streets, sites and fire call information updated in the new software. We tested how we would be using the new software in different scenarios and began one-on-one training of our staff. Finally on Nov 17<sup>th</sup> we went live with IMC and all is running well. This new software gives us better access to data, great reporting, and is a foundation for growth. Thanks to all involved in the success of this project!

At the Town hall, we have installed a new faster switch for the network and have purchased a new computer and new server. These are all in preparation for the Visions version upgrade scheduled for April 2005.

Channel 12 also received a new face this year after broken equipment led us to replace it with a computer running PowerPoint.

### Review of 2004:

- Replaced 7 computers and 1 server at the police station, 1 computer and 1 server at townhall (purchased) and 1 computer at the fire station
- Added computer for Channel 12
- Replaced 1 monitor in communications
- Added 2 printers and replaced 2 at the police station, replaced 1 printer at DPW and replaced 1 laser printer at townhall
- Continued maintenance and support of in house software, internet and virus protection
- At the library: replaced both servers, a faster switch and added an LCD monitor

Dawn Desaulniers, IT Specialist

## HOLLIS HISTORIC DISTRICT COMMISSION

In 2004, the HDC continued its role as a regulatory Board for all demolition, remodeling, and new construction within the Historic District, as well as a Sign Commission for the entire Town. 30 applications were accepted for review: 13 business signs, 8 residential additions or new structures, 5 remodeling projects, and a variety of landscaping and site improvement projects. One landscaping application was withdrawn, and all but one of the remaining accepted applications were granted. The sole denial was an application to install vinyl siding within the center of the Historic District and within eyesight of Monument Square. Most of the new construction consisted of additions or renovations to existing dwellings, except one new dwelling, an addition of transmitters to an existing cell tower antenna, and three temporary classrooms at Hollis/Brookline Middle School. Of particular note was the approval of the reconstruction of the disassembled Maxcy Fisher house, moved to Hollis from Franklin, Massachusetts. The reconstruction consists of the original oak frame and several original doors and other architectural features, and faithful replication of period details.

The Commission works closely with applicants and encourages them to come to us with conceptual plans before making formal application. The primary public point-of-contact is our diligent secretary, Kim Doherty, who ensures that applications are complete, including written forms, drawings, photos and samples as may be required. The Commission strongly encourages applicants to check with Kim to make sure that all aspects of the application are complete so that members can make informed decisions based on comprehensive information.

We realize that the application process takes time and can seem to be overwhelming to the average home- or business-owner, especially for small projects such as window or siding replacements. The application form asks the Owner to furnish information about all features exposed to view on the exterior of a building: architectural, landscaping, and signage where applicable. The form is truly intended for new construction or significant additions, and measures have been taken to expedite the review and approval process for simpler, smaller projects. However, for larger projects, Commission members need to rely on the thoroughness of all applications in order to engage in thoughtful public deliberation. Our deliberations are non-confrontational and seek to engage the applicant in realizing solutions that are in the applicant's best interest as well as in conformance with Town Regulations. Our responsibility is to serve the public good in the most timely manner possible; our commitment is to work with applicants to further their goals.

The HDC is keenly sensitive about how it is perceived by the community at large, and how it can best serve the Town. We strive to treat every applicant fairly and consistently. Subjective opinions of the beauty or appropriateness of architectural features are unavoidable, and the Commission endeavors to minimize subjective interpretations and rely on objective facts as presented and as described in the "Design Guidelines and Regulations". To that end, we encourage broad public participation and feedback. Our meetings are always open to the public.

From the deliberations of 2004 arose several important topics of discussion to be pursued further in 2005, namely:

- Greater specificity of some of the Regulations to avoid misinterpretation and inconsistency.
- Should vinyl siding be allowed within the heart of the District?
- Residential vs. Commercial differences in landscaping, lighting, and driveway requirements, and defining the role of the HDC in those matters.
- Light pollution from night-time signage illumination.

The Commission is also in the process of transferring the Regulations to electronic format for ease of distribution.

On behalf of the Commission I would like to express our sincere gratitude to our Secretary and the many other Town employees who help us do our job. The Chair deeply appreciates the hard work, lively and sincere discussion, and dedication that the Members and Alternates bring to each and every meeting.

Paul A. Hemmerich AIA, Chair

Jim Cram, Vice Chair

Hugh Mercer, Member

Marilyn Wehrle, Alternate

David Gibson, Alternate

Ed Makepeace, Planning Board representative

Mark Johnson, Board of Selectmen representative

Liz Barbour, Clerk

Deborah Adams, Member

Pam Tebbetts, Alternate



## LAND PROTECTION STUDY COMMITTEE

In 2000, the Hollis Selectmen created the Hollis Land Protection Study Committee (LPSC). Its mission is *"to preserve the natural heritage and rural character of Hollis"* by recommending the protection of selected open lands that meet specific criteria such as: visual appeal, agricultural value, water resource, trails potential, citizen interest, flora/fauna, woodlands, and connection to existing town property. Preservation is achieved either through outright purchase or the acquisition of restrictive rights, such as conservation easements or development rights.

The members of the committee are appointed by the Selectmen and include: Peter Baker (member Hollis Conservation Commission), Thom Davies (member Hollis Conservation Commission), Christine Furman, Gerry Gartner (Chairman), David Gilmour, Morton Goulder (member Hollis Budget Committee), Jack Law, Tom Jambard, Ray Lindsay (Selectmen's Representative June Litwin (Secretary),) and Roger Saunders (Vice Chairman). In 2004, Don Ryder and John Eresian left the committee to devote time to other public service interests. We appreciate their leadership and thank them for their many contributions

The 2004 Town Meeting approved Warrant Article 2 authorizing bonding of up to \$5 million. The bonding authority was limited to calendar year 2004 and required that each specific purchase be ratified by majority vote at a Special Town Meeting. The language of Warrant Article 2, when first drafted in 2001, established a legal precedent in New Hampshire because it allows the calling of Special Town Meetings for this purpose throughout the year, without seeking the permission of the Superior Court. This feature is necessary to provide flexibility in the fast moving environment of land transactions.

During a Special Town Meeting, held December 16, 2004, the voters approved spending \$4 million for acquisition of two parcels, totaling 260 acres:

- Woodmont West apple orchard for \$3,200,000. This 180-acre parcel had been targeted since the inception of the LPSC.
- The 80-acre Siergiewicz Forest off Mooar Hill Road for \$800,000. This large wooded tract adds significant acreage to the forested land of Hollis.

Prior to this year, we have protected: Dunklee Pond, Parker Pond, two Hall farms on Dow/Depot and Blood/Pepperell, Glover property (Nevins Rd.), Walker Tree Farm (Farley Rd.) and Melva Wright forest (Wheeler Rd). In its four years of operation, the LPSC has recommended, and the voters have approved, the acquisition of 9 important properties totaling 536 acres for \$8.3 million.

In an effort to reduce the net cost to the taxpayers, we actively pursue public and private environmental grants.

We appreciate the enthusiastic support of the landowners, town committees, and elected officials for the preservation of our town's natural heritage and rural character. We are especially grateful to the Citizens of Hollis for their willingness and foresight to invest large sums into this worthy effort.

Respectfully submitted,

Gerry Gartner, Chairman



## 2004 PLANNING BOARD REPORT

Planning Board membership remained unchanged in 2004. Don Ryder, previously the Ex Officio member from the Selectmens Office, returned to the Board as an alternate, and Peter Band, a former alternate and now a Selectman, was appointed to be the Selectmen's representative. The Board wishes to thank Mark Archambault, our planner from the Nashua Regional Planning Commission, for all his assistance over the past several years.

After an initial defeat at the polls in 2003, a redraft of the Rural Character Ordinance won overwhelming approval by the voters at Town Meeting in March of 2004. The goal of this ordinance is preservation of rural character, which has been identified through the Master Plan as being of the utmost importance to town residents. The Rural Character Ordinance does not affect density or permitted uses, but allows for development while retaining each property's unique rural character. The Board spent a great deal of time developing this ordinance, and believes it will be an important tool for guiding development.

2004 was a busy year for the Planning Board, with a significant amount of time devoted to conceptual and design review of several major projects. The Board reviewed a 26-lot design review plan for the Wright Heirs property located between Wright and Richardson Roads. Challenges with this parcel include preservation of an important wetland and wildlife corridor, traffic impact on existing town roads and possible upgrade of the existing bridge on Wright Road. The Board reviewed wildlife and traffic studies, and conducted a site walk, and is now awaiting submission of a final application. Another proposal that has occupied a major portion of the Board's time is an application for Morgan Ryan Realty Trust for a major subdivision of land between Deacon Lane and Rocky Pond Road. The primary issue with this site is access. The Board has reviewed conceptual plans showing access off the existing Deacon Lane as well as plans showing access off Rocky Pond Road. The Planning Board, as well as the Zoning Board of Adjustment, must consider several important factors - including safety and wetlands impact - when making a determination as to the best location for access to this development. The review process for this project is complicated and ongoing.

In addition to the normal subdivision review, the Planning Board considered a variety of other interesting projects over the past year, including: a co-location on the existing Beltronics tower; a multi-seasonal recreational trail; a site plan for a new convenience grocery store at Four Corners; and an addition for the Hollis/Brookline Middle School.

### PLANNING BOARD HIGHLIGHTS - 2004

<u>Month</u>	<u>Name</u>	<u>Project</u>	<u>Action</u>
<b>January</b>	R&MD Development	7 Lot Subdivision	Review
	Village at Hollis Depot	Revised Site Plan-Review	Approve
	Work Session	Phase II Stormwater	Review
	Work Session	Zoning Amendments	Review
<b>February</b>	Public Hearing	Zoning Amendments	Review
	Town of Hollis	Conditional Use Permit	Approve
	Morgan Ryan Realty Trust	Major Subdivision	Conceptual
	R&M Development	7 Lot Subdivision	Review
<b>March</b>	White Family/Reynolds	2 Lot Subdivision	Approve
	Wright Heirs	Major Subdivision	Conceptual
	Frasch, Meyer, Retter	Lot Line Relocation	Approve
	Hollis Horse Farm	5 Lot Subdivision	Review
	Morgan Ryan Realty Trust	Major Subdivision	Review
<b>April</b>	Hollis Horse Farm	5 Lot Subdivision	Review
	Raisanen Homes	9 Lot Subdivision	Design Review
	L & H Trust	Subdivision	Conceptual
	A. White	Recreational Trail	Discussion
<b>May</b>	Raisanen Homes	9 Lot Subdivision	Design Review
	L & H Trust	Subdivision	Conceptual
	Mason	Lot Line Adjustment	Approve
	Singer/Beaver Brook	Lot Line Adjustment	Approve
	Roth & Henry	Lot Line Adjustment	Review
	Raisanen Homes	9 Lot Subdivision	Site Walk
	Hollis/Brookline Coop	Middle School Portable Classrooms	Review
	L & H Trust	Subdivision	Conceptual

<b>June</b>	A. White	Recreational Trail	Discussion
	Raisanen Homes	9 Lot Subdivision	Design Review
	Archambault/Alpine Ridge	2 Lot Subdivision	Approve
	William Hall, Jr.	2 Lot Subdivision	Approve
	Orchard Development	4 Lot Subdivision	Conceptual
	Hollis Horse Farm	5 Lot Subdivision	Review
<b>July</b>	Hollis Horse Farm	5 Lot Subdivision	Review
	Nashua-Hollis Investments	4 Lot Subdivision	Design Review
	Lone Pine Hunters Club	Site Plan	Review
	Procma/Chu Son	Site Plan-Convenience Store	Review
<b>August</b>	Hollis Horse Farm	5 Lot Subdivision	Review
	Procma/Chu Son	Site Plan-Convenience Store	Review
	Thistle/Berke	Lot Line Adjustment	Approve
	Nadeau	2 Lot Subdivision	Approve
	Hollis/Brookline Coop	Middle School Addition & Renovation	Approve
	Rideout Holdings	Dredge & Fill Application	Review
	Morgan Ryan Realty Trust	Wetlands Special Exception	Review
<b>September</b>	Tom & Nancy Jambard	2 Lot Subdivision	Approve
	Nashua-Hollis Investments	4 Lot Subdivision	Approve
	Raisanen Homes	Site Plan - Elderly Housing	Review
	Kellner	Dredge & Fill Application	Review
	Procma/Chu Son	Site Plan-Convenience Store	Review
	JAW Sales	Site Plan - Heavy Equipment Sales	Approve
	Wright Heirs	26 Lot Subdivision	Design Review
<b>October</b>	Raisanen Homes	Site Plan - Elderly Housing	Review
	Procma/Chu Son	Site Plan-Convenience Store	Approve
	JAW Sales	Site Plan - Heavy Equipment Sales	Review
	Wright Heirs	26 Lot Subdivision	Design Review
	Dennis Testagrossa	2 Lot Subdivision	Approve
	Morgan-Wadleigh	Lot Line Relocation	Approve
<b>November</b>	Raisanen Homes	Site Plan - Elderly Housing	Design Review
	Wright Heirs	26 Lot Subdivision	Design Review
	Nextel Communications	Collocation Site Plan	Approve
	JAW Sales	Site Plan - Heavy Equipment Sales	Approve
	Beaver Brook Association	Lot Line Relocation	Approve
	Work Session	Zoning Amendments	Review
<b>December</b>	Work Session	Zoning Amendments	Review

Respectfully submitted,

Ed Makepeace, Chairman

On behalf of the entire Planning Board and staff. (Ed Makepeace, Chairman; David Petry, Vice Chairman; Doug Gagne; Rick Hardy; Cathy Hoffman; Arthur LeBlanc; Peter Band, Ex Officio for Selectmen; Bill Beauregard (Alt); Don Ryder (Alt). Staff: Mark Archambault, NRPC; Virginia Mills, Asst. Planner.)

## HOLLIS POLICE DEPARTMENT

The Hollis Police Department is a progressive, modern, well-equipped agency that embraces the philosophy of community policing. We believe that community policing improves our level of service, and perhaps, more importantly, brings us closer to you, the community, which we are sworn to serve and protect. Further, we believe we accomplish our mission best by working with all segments of our community in order to prevent crime, solve problems of a legal nature, apprehend and arrest criminals, and thereby improve the quality of life, in the Town of Hollis.

Our department offers a variety of services to assist us in delivering a high quality of service to you. Among them are our Bicycle Patrol; our Motorcycle Unit; our R.A.D. courses (a self-defense course for women); our Senior Citizen RSVP Program (a daily phone-in to the police station for seniors); a House Check service (we check your house on a daily basis, while you are out-of-town). Our department offers speakers to organizations and clubs, to explain crime prevention, and other matters of mutual interest. We provide inspection, by specially trained officers, to ensure that child safety seats are properly installed in motor vehicles. We provide an officer to the Hollis Elementary Schools for the D.A.R.E. Program, and we are currently attempting to secure a federal grant to provide a School Resource Officer for our High School.

The men and women of the Hollis Police Department are highly trained individuals, who have made a personal commitment to provide professional, comprehensive policing to all of our citizens. However, only when we work together with you, the community, with common goals, can this mission be successful.

We provide the accompanying statistics of our activity so that you will have an understanding of how we allocate our resources and manpower. If you have any comments or suggestions on how we might better serve you, please contact us at any time, by phone, by letter, by e-mail or in person.

Respectfully submitted,  
Chief Richard H. Darling

SUMMARY OF POLICE ACTIVITY	2001	2002	2003	2004
Requests for Service	4,258	4,260	4,047	5,077
Response to Alarms	480	448	387	395
Motor Vehicle Accidents				
Without Injury	176	217	225	152
With Injury	32	30	40	42
With Fatality	0	0	0	1
Burglaries	7	8	13	10
Thefts	65	73	61	79
Narcotic Investigation	51	3	2	35
Runaway/Missing Persons	11	21	10	14
Miscellaneous				
Police Service	793	732	856	567
Motor Vehicle Complaints	287	295	306	344
Suspicious Activity	173	184	202	183
Vandalism/Criminal Mischief	144	166	181	149
Suicide	1	2	1	2
Arrests				
Felonies	77	50	61	151
Misdemeanors	112	113	172	198
Violations	599	560	508	648



## **STORMWATER CONTROL FOR HOLLIS IMPLEMENTATION TEAM**

The Stormwater Control for Hollis Implementation Team was formed in January of 2004 to address the requirements placed upon the Town by Phase II of the Environmental Protection Agency's (EPA) Stormwater Control Act. With assistance from Cuoco & Cormier Engineering Associates, Inc., the Nashua Regional Planning Commission (NRPC) and the University of New Hampshire (UNH), members of the team completed the following tasks for years one and two of the Town's five-year plan.

### **PUBLIC EDUCATION & PARTICIPATION**

- Included stormwater information and links to source information on the Town's website ([www.hollis.nh.us](http://www.hollis.nh.us))
- Created poster displays and informational brochures relating to Best Management Practices (BMPs) for stormwater control during construction
- Conducted stormwater training sessions for municipal employees
- Conducted informational meetings regarding the implementation of the Phase II Stormwater program
- Broadcast educational videos on the public access channel regarding stormwater runoff
- Created the Stormwater Committee, composed of staff, Town representatives and consultants
- Dedicated the 2003 Annual Town Report to Clean Water

### **ILLICIT DISCHARGE DETECTION AND ELIMINATION**

- Completed and filed the New Hampshire Department of Environmental Services (NHDES) permit for the Stump Dump
- Documented findings in the MS-4 area along Sucker Brook

### **CONSTRUCTION SITE RUNOFF CONTROL**

- Drafted Planning Board by-laws and ordinances to address permitting and enforcement of stormwater requirements
- Amended the building permit application to include filing and submittal requirements for construction projects disturbing areas greater than one acre

### **MUNICIPAL GOOD HOUSEKEEPING**

- GPS located and mapped catch basins in the MS-4 coverage area
- Conducted inspections and catalogued storm water structures in the MS-4 coverage area

In October, the committee invited EPA Regional Director Thelma Murphy to review the Town's progress with the Phase II compliance requirements. Ms. Murphy was impressed with the projects and programs that the team implemented, and the proactive approach the Town has taken with the stormwater mandate. After the meeting, Ms. Murphy toured the Stump Dump facilities with Arthur LeBlanc, Department of Public Works Director, and Todd Dresser, Environmental Engineer from Cuoco & Cormier Engineering, Inc.

In 2005, the team will continue to develop additional public education and outreach programs, work with the Planning Board and NRPC to finalize the Stormwater regulations and ordinance, develop a GIS database of stormwater structures and computerize the Town-wide catch basin cleaning and street sweeping programs.

### **Members of the Stormwater Control for Hollis Implementation Team**

Debbie Adams, Website Administrator	Dick Brown, Hollis Conservation Commission
Rebecca Crowther, DPW Coordinator	Angelo Marino, GIS (Nashua)
Cath Hallsworth, Administrative Assistant	Cathy Hoffman, GIS Coordinator
Mark Johnson, Selectman	Arthur LeBlanc, Director of Public Works
Don Ryder	Richard Jones, Building Inspector (res)
David Gagnon, Building Inspector	

### **Consultants include:**

Mark Archambault, NRPC (res)	Charlie Goodspeed, UNH
Reggie Ouellette, Construction Engineer	Todd Dresser, Cuoco & Cormier Engineering Associates, Inc.



## RECREATION COMMISSION

The Recreation Commission had another successful year, continuing to offer and support many athletic programs for Town residents. Following are the Commission's accomplishments and improvements for the year:

- Expansion of the athletic facilities
- Improved field maintenance
- First-aid training for coaches
- Coaching clinics
- Development of Recreation Website
- Development and publication of Recreational guidelines and policies
- Collaboration between High School coaches and our youth programs

The Commission goals for 2005:

- Expand adult/senior program offerings

The Commission extends its gratitude and recognition to the following for their support and efforts:

- The many parent volunteers, without whom, the programs offered would not be possible
- Cal Ripken baseball for maintaining the baseball diamonds
- Hollis Adult Soccer; Hollis Atlantic Soccer, and Hollis Brookline Lacrosse, for the volunteers and funds to renovate three athletic fields.
- Town Selectmen for their continued support of the Recreation Commission
- The Hollis School Board and the Hollis Brookline Co-op School Board for their support and use of facilities

Mike Moran, Chairman

Beth Zingales

Bob Dion

Martha Dufresne, Secretary

Tim Glover

Kevin McDonnell, Program Director

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## SUPERVISORS OF THE CHECKLIST

New Hampshire is still keeping the status of having the first Presidential Primary in the nation. The date moves back a few days every four years, but we are very proud to be first once again in our great state. This was the first year for the Primary to be held in January, even though four years ago it was on February 1. On January 27, 2004, the Supervisors registered 107 new voters at the polling place. 965 undeclared voters voted in the Presidential Primary; 875 returned to the undeclared status that day. Of the 965 undeclared voters, 48 chose a Republican ballot and 917 chose a democrat ballot. At the close of Primary Election Day, Hollis had a total of 4,460 registered voters.

This year there was so much hype about voting for the President, everyone was registering, which is the way it should happen all the time. Between September 1, 2004, up until Presidential Election Day, November 2, 2004, there were 370 people that registered to vote in the town of Hollis, NH. Our Town Clerk, Nancy Jambard, and her Assistant, Rebecca Crowther, registered the majority of these voters. The Supervisors of the Checklist normally only register voters when they are in session.

On Presidential Election Day there were 4,359 regular ballots cast at the polls and 539 absentee ballots. Hollis had approximately 93% voter participation in the Presidential Election of 2004. At the end of the day on November 2, 2004, Hollis, NH had over 5,000 registered voters for the first time — 5,248 to be exact. There were 382 people who registered to vote on Election Day. On the Checklist, there were 1,906 registered Republicans, 1,026 Democrats and 2,316 Undeclared voters. It was a very exciting, long, and involved day.

The Supervisors would like to thank all the volunteers who gave so much time to help us this year.

Julia L. McCoy "Judy"

Lydia L. Schellenberg

Jessica Squires "Jan"

## TRAILS COMMITTEE

The Hollis Trails Committee was formed by the Board of Selectmen, at the urging of the State, to preserve and protect the multi-use trails in Hollis. There is a well-established trail network in Hollis, which has met the recreational needs of Hollis citizens for many years. However, many of the trails have been lost in recent years due to development. The Trails Committee, which is a volunteer group of dedicated Hollis citizens, is concerned with the protection, identification, mapping and maintenance of existing trails, as well as the relocation of trails lost due to development.

In 2004, Trails Committee member Art Kinsley continued to update and improve the Trails Committee website. The website is designed for people to download maps of the trails on Town-owned land throughout Hollis.

The Trails Committee held its third annual Hollis Trails Days in October. We had the largest turnout ever-around 100 participants. The Glover and Walker Conservation lands trails were cleared and are now ready for everyone to enjoy. Dan Teveris and Amos White deserve the credit for doing the work on the Walker Conservation Land. They did an excellent job of improving these trails, which were in an overgrown state. Amos donated time and material to improve the parking area at the Walker entrance and clear the connection from Farley to Nevins and the Glover land. The Nor'Easters Snowmobile Club made repairs on trails throughout Hollis.

The Trails Committee began promoting the "Adopt a Trail" program. So far, several citizens and groups have volunteered to maintain and watch over selected trails.

Trails around the Skyview Development and Parker Pond were moved to insure privacy for the landowners and continuous trail enjoyment for users.

Bob Winer and Amos White became valued members of the Trails Committee, replacing Lauren Heiter and Greg Larkin, who both contributed greatly to trails' projects in Hollis. Lauren was the leader in the Witches Springs Bridge project and Greg was the leader in getting our GPS problems solved. The Town of Hollis thanks them both for their services.

A reminder to trail users: motorized-wheeled vehicles are not allowed on Town-owned property. This means no ATVs and dirt bikes. All trail users are asked to please stay on marked trails. Campfires and littering are prohibited.

A sincere thank you to all the committee members for the accomplishments we achieved in 2004. A special thanks to the volunteers from the Nor'easters Snowmobile Club for all their hard work. The Hollis Trails system is one of the many reasons that make Hollis a special place to live.

Respectfully submitted,  
Sherry Wyskiel, Chairman  
Hollis Trails Committee

## ZONING BOARD OF ADJUSTMENT

The Zoning Board of Adjustment is a quasi-judicial board, which functions under very specific guidance established by the Hollis zoning ordinance and New Hampshire law. In addition to statutory law, there is also “case law,” which is the opinion or interpretation that the courts have given to the various statutes and ordinances when they are applied to specific cases. This further clarifies the provisions contained in both state and local regulations.

A landmark decision issued earlier this year by the NH Supreme Court in the case of Michael Boccia vs. City of Portsmouth has again altered the test for the granting of variances. In 2001 the hardship test was altered with the case of Simplex Technologies, Inc. vs. Town of Newington by incorporating a new 3-part test for variances. The new Boccia decision has now taken the variance test one step further by separating a use variance from an area variance. With this new test, applicants for a variance must establish unnecessary hardship by proof that:

- Applicant seeking a use variance (Simplex analysis)
  1. A zoning restriction as applied to their property interferes with their reasonable use of the property, considering the unique setting of the property in its environment.
  2. No fair and substantial relationship exists between the general purposes of the zoning ordinance and the specific restriction on the property
  3. The variance would not injure the public or private rights of others
- Applicant seeking an area variance (Boccia analysis)
  1. An area variance is needed to enable the applicant’s proposed use of the property given the special conditions of the property.
  2. The benefit sought by the applicant cannot be achieved by some other method reasonably feasible for the applicant to pursue, other than an area variance.

The Hollis ZBA typically meets on the second Thursday of each month to decide on presented cases. The ZBA received a total of 62 applications during 2004; 42 appeals were granted, 10 appeals denied, 5 cases tabled, 2 decisions were modified, 2 applications were withdrawn prior to the hearing and 1 application was dismissed by the Board.

The Zoning Board of Adjustment is comprised of 5 regular members and 5 alternates. These volunteers donate their time and energy to hear the various appeals.

### Hollis Zoning Board of Adjustment – Membership

John Andruszkiewicz, Chairman	Brian Major, Vice-Chairman
Allan Miller, Member	Richard Walker, Member
S. Robert Winer, Member	Michael Askenaizer, Alternate
Jim Bélanger, Alternate	John Haithcock, Alternate
Jim Kelley, Alternate	Cindy Robbins, Alternate

Respectfully submitted,  
Deborah Adams, Secretary

# ZONING BOARD OF ADJUSTMENT CASES-2004

		CASE #	Hearing Date	To Permit
<b>Appeal from an Administrative Decision</b>				
	<i>Denied</i>			
	62 BLOOD RD	2004-38	10/14/04	Continuation of previously approved Special Exception for riding academy in light of proposed subdivision of property.
	<i>Granted</i>			
	43 MAIN ST	2004-03	2/12/04	continued use of property for storage.
	<i>Modified</i>			
	109 WEST HOLLIS RD	2004-30A	8/12/04	trailer stored on property
	<i>Withdrawn</i>			
	7 MAIN ST	2004-23	6/10/04	proposed shutter colors and installation of flat pane window on proposed addition.
<b>Equitable Waiver</b>				
	<i>Denied</i>			
	75 FLINT POND DR	2004-15	4/8/04	previously constructed sunroom
	60 DOW RD	2004-19	5/27/04	interpretation of separation between structures to allow construction of shed
	<i>Granted</i>			
	152 SOUTH MERRIMACK RD	2004-47	12/9/04	driveway exceeding 8% grade
<b>Motion for Rehearing</b>				
	<i>Denied</i>			
	181 WHEELER & 55 PIERCE LN	2004-22	8/26/04	rehearing of application for variance for lot line relocation to create new building lot
	62 BLOOD RD	2004-38	12/9/04	Rehearing of Appeal to permit the continuation of previously approved Special Exception for riding academy in light of proposed subdivision of property.
	3 WOOD LN	2004-49A	1/13/05	construction of farmers porch
	<i>Granted</i>			
	34 FLINT POND DR	2003-41	1/8/04	Rehearing of application for Special Exception of nonconforming lot & structure for construction of shed.
	269 PROCTOR HILL RD	2004-02	3/25/04	Rehearing of variance for the construction of Industrial Building and associated parking/driveway
	115 SILVER LAKE RD	2004-11	5/13/04	rehearing of variance application to permit construction of shed
	105 RUNNELLS BRIDGE RD	2004-33	10/14/04	Rehearing of conditions placed on approval of Special Exception for Sales of heavy vehicles/machinery.
<b>Rehearing</b>				
	<i>Granted</i>			
	34 FLINT POND DR	2003-41A	2/12/04	Construction of shed.
	105 RUNNELLS BRIDGE RD	2004-33	11/11/04	Changes to conditions placed on approval of Special Exception for Sales of heavy vehicles/machinery.
	<i>Withdrawn</i>			
	15 +19 NORTH PEPPERELL RD	2003-42A	8/12/04	Construction of guest house



## ZONING BOARD OF ADJUSTMENT CASES-2004 (CONT)

		CASE #	Hearing Date	To Permit
<b>Special Exception - Accessory Dwelling Unit</b>				
	<i>Granted</i>			
	DALKEITH RD	2004-05	2/12/04	construction of an accessory dwelling unit
	17 POUND RD	2004-10	4/8/04	construction of accessory dwelling unit
	242 FARLEY RD	2004-12	4/8/04	construction of accessory dwelling unit
	218 FEDERAL HILL RD	2004-13	4/8/04	an accessory dwelling unit within existing detached structure
<b>Special Exception - Accessory Dwelling Unit &amp; Nonconforming Lot</b>				
	<i>Granted</i>			
	7 MAIN ST	2004-18	5/13/04	construction of addition with accessory dwelling unit.
<b>Special Exception - Home Occupation</b>				
	<i>Granted</i>			
	27 MEADOW DR	2004-01	1/8/04	Home Occupation, namely; Visuals Unlimited
	15 MAIN ST	2004-08	3/25/04	establishment of Home Occupation, namely; Once Upon a Design
	120 WHEELER RD	2004-24	6/10/04	establishment of home occupation, namely; a photography studio "Gallacher Studios"
	23 PIERCE LN	2004-29	8/12/04	Home Occupation, namely; Therapeutic Massage.
<b>Special Exception - Nonconforming Lot</b>				
	<i>Granted</i>			
	260 HAYDEN RD	2004-04	2/12/04	construction of shed.
	49-1 FLINT POND DR	2004-07	3/25/04	alteration of roof
	167 PROCTOR HILL RD	2004-09	3/25/04	construction of detached garage
	115 SILVER LAKE RD	2004-11A	6/24/04	construction of shed
	287 SILVER LAKE RD	2004-14	4/8/04	construction of addition
	44 FEDERAL HILL RD	2004-16	5/13/04	construction of shed
	30 ROCKY POND RD	2004-25	7/8/04	Construction of shed.
	33 FLINT POND DR	2004-36	9/9/04	Construction of farmers porch.
<b>Special Exception - Nonconforming Lot &amp; Structure</b>				
	<i>Granted</i>			
	257 HAYDEN RD	2004-41	10/28/04	Demolition of existing structures and construction of new single family residence.
	3 WOOD LN	2004-49	12/9/04	construction of farmers porch
<b>Special Exception - Nonconforming Structure</b>				
	<i>Granted</i>			
	201 HAYDEN RD	2004-27	7/8/04	Construction of shed.
	40 WRIGHT RD	2004-28	7/8/04	Construction of garage.
	207 WHEELER RD	2004-34	8/26/04	alteration of existing barn
	222 HAYDEN RD	2004-37	9/9/04	Construction of detached garage.
	92 DOW RD	2004-39	10/14/04	Construction of addition
	28 WHEELER RD	2004-42	10/28/04	Construction of shed.
<b>Special Exception - Permitted Uses</b>				
	<i>Granted</i>			
	105 RUNNELLS BRIDGE RD	2004-33	8/26/04	Sales of heavy vehicles/machinery.
<b>Special Exception - Wetland Buffer</b>				
	<i>Tabled</i>			
	ROCKY POND RD	2004-35	12/9/04	construction of roadway and driveways with a minor wetland impact for proposed subdivision.

## ZONING BOARD OF ADJUSTMENT CASES-2004 (CONT)

		CASE #	Hearing Date	To Permit
<b>Variance</b>				
	<i>Denied</i>			
	181 WHEELER & 55 PIERCE LN	2004-22	7/8/04	lot line relocation to create new building lot
	112 NORTH PEPPERELL RD	2004-32	8/26/04	subdivision of 3.86 acres into 2 lots.
	<i>Dismissed</i>			
	152 SOUTH MERRIMACK RD	2004-48	12/9/04	driveway exceeding 8% grade
	<i>Modified</i>			
	109 WEST HOLLIS RD	2004-30B	8/12/04	trailer stored on property
<b>Variance - Impermeable Surface</b>				
	<i>Denied</i>			
	269 PROCTOR HILL RD	2004-02	1/8/04	Construction of Industrial Building and associated parking/driveway
	<i>Granted</i>			
	269 PROCTOR HILL RD	2004-02A	6/24/04	Construction of Industrial Building and associated parking/driveway
<b>Variance - Setbacks</b>				
	<i>Denied</i>			
	67 TWISS LN	2004-06	2/12/04	construction of pool house.
	<i>Granted</i>			
	115 SILVER LAKE RD	2004-11	6/24/04	construction of shed
	52 RUNNELLS BRIDGE RD	2004-26	7/8/04	existing structure to remain as part of subdivision to separate residential use from golf course.
	44 PLAIN RD	2004-31	8/26/04	construction of farmers porch.
	<i>Tabled</i>			
	60 DOW RD	2004-20	8/12/04	construction of sheds
<b>Variance - Setbacks &amp; Special Exception - Nonconforming Lot</b>				
	<i>Granted</i>			
	75 - FLINT POND DR	2004-17	5/13/04	construction of sunroom and front entry.
	43 ROCKY POND RD	2004-21	6/24/04	construction of farmers porch, addition and swimming pool.
<b>Variance - Setbacks &amp; Special Exception - Nonconforming Lot &amp; Structure</b>				
	<i>Granted</i>			
	57 RUNNELLS BRIDGE RD	2004-44	11/11/04	Construction of deck.
<b>Variance - Setbacks &amp; Special Exception - Nonconforming Structure</b>				
	<i>Granted</i>			
	40 WRIGHT RD	2004-40	10/14/04	construction of attached garage.

**HOLLIS TOWN MEETING**  
**MARCH 9, 2004**  
**TOWN ELECTIONS**

The meeting was called to order by Moderator James Squires, at 7:00 AM for voting on the following subjects:

1. To choose all necessary Town Offices for the year ensuing.

Results:

Selectman – 3 yrs – Raymond Lindsay and Peter Band

Trustee of the Trust Funds – 3 yrs – F. Warren Coulter

Trustee of the Trust Funds – 2 yrs – Wayne Furman

Cemetery Trustee – 3 yrs – unfilled

Budget Committee – 3 yrs – James Belanger and Christopher Hyde

Library Trustee – 3 yrs – John Sias and Wendy Valich

Moderator – 2 yrs – James Squires

Supervisor of the Checklist – 6 yrs – Jan Squires

2. To conduct other business by official ballot.

Results:

Ballot Questions – Planning Board :

1. International Residential Code 2003 –  
Yes – 667                      No – 112
2. Amend Section IX.G. Swimming Pools, Outdoor Storage Tanks, Commercial  
Fishing Ponds –  
Yes – 547                      No – 246
3. Amend Section X.A.1. Agricultural and Business Zone –  
Yes – 523                      No – 251
4. Section XIV. Sign Ordinance Amend Section H. Prohibited Signs. Section I  
Event-Specific Signs. Amend Section Q. Business and Industrial Signs.-  
Yes - 483                      No – 292
5. Hollis Rural Character Preservation Ordinance –  
Yes – 592                      No – 202

A True Copy of Record- Attest:

Nancy B Jambard  
Town Clerk

## HOLLIS TOWN MEETING

MARCH 10, 2004

The meeting was reconvened at 7:05PM by Moderator James Squires at the Hollis-Brookline Co-operative High School Gymnasium. The National Anthem was sung by Kara Maloney, Lindsay Darby, Eric Brassard and Ross Matthei. This was followed by the Pledge of Allegiance led by James Belanger and Andrew Seremeth of the VFW. The VFW presented the "Citizen of the Year Award" to James Squires for his years of dedication to the Town, State and Country. He graduated from the US Naval Academy, served in the USAF as a Flight Surgeon, was NH State Senator, started the Matthew Thornton Health Plan, ran for Governor of NH and is our local Moderator at Town Meetings.

ARTICLE 1 - Motion by Donald Ryder to hear reports of Selectmen and other Town Officers and Committees. Seconded by Mark Johnson. CARRIED.

ARTICLE 2 - Motion by Donald Ryder to see if the Town will vote to raise and appropriate Three Million Five Hundred Thousand Dollars (\$3,500,000) (Gross Budget) for the purchase, of land or other property interests therein, as the Selectmen deem appropriate for the protection of the natural heritage and rural character in the best interest of the Town, including any buildings or structures incidental to such land; further, that the amount raised and appropriated herein may be used to defray costs attributable to due diligence inspections, surveys, title search charges, closing costs and other similar charges associated with such acquisition, and to authorize the issuance of not more than Three Million Five Hundred Thousand Dollars (\$3,500,000) of bonds, in accordance with the provisions of the Municipal Finance Act, (RSA 33:1 et seq., as amended), and, further, to authorize the Selectmen to issue, negotiate, sell and deliver said bonds and to determine the rate of interest thereon and the maturity and other terms thereof, and to take any other action they deem appropriate to effectuate the sale and/or issuance of said bonds, subject, however, to the following limitations:

No such bonds shall be issued earlier than July 1, 2004; and

Any of such bonds shall have appropriate terms and maturities such that no principal

Or interest payments shall become due and payable prior to January 1, 2005; and

No such bonds shall be issued with a term of maturity of less than fifteen (15) years.

PROVIDED, FURTHER, that the Selectmen SHALL NOT ISSUE SUCH BONDS until such time as they have presented to either an annual or special town meeting, a warrant article asking the meeting to ratify, by a simple majority vote, the particular parcel and the parcel ownership interest chosen by the Selectmen for purchase and said meeting has approved such warrant article. BY SELECTMEN.

Recommended by Selectmen

Recommended \$5,000,000 by Budget Committee

(This is a Special Warrant Article and is intended to be non-lapsing as to any purchase that has been ratified by a regular or special town meeting held prior to December 31, 2004. Pursuant to RSA 33:8 a supermajority of two-thirds (2/3) ballot vote is required to adopt this article). Seconded by Vahrij Manoukian.

AMENDMENT - Motion by Roger Saunders to raise and appropriate Five Million Dollars (\$5,000,000) in place of the Three Million Five Hundred Thousand Dollars (\$3,500,000). Seconded by Gerald Gartner.

Motion by Robert Winer to move the question. Seconded by Michael Harris. CARRIED.

VOTE ON AMENDMENT. – CARRIED. CARD VOTE – MAJORITY.

Polls opened at 8:35pm and closed at 9:36pm. 2/3 vote needed. 257 ballots cast. YES – 188

NO – 69

CARRIED AS AMENDED, \$5,000,000.

ARTICLE 3 - Motion by Vahrij Manoukian to see if the Town will vote to raise and appropriate Six Hundred Ten Thousand Dollars (\$610,000) (gross Budget) for the purchase, of land located on Pine Hill Road and identified on Hollis Tax Maps as Map 24, Lots 30 and 36 consisting of 5.52 acres and 7.38 acres, respectively, to be used for the expansion of the current cemetery located on Wheeler Road, and to authorize the issuance of not more than Six Hundred Ten Thousand Dollars (\$610,000) of bonds, in accordance with the provisions of the Municipal Finance Act, (RSA 33:1 et seq., as amended), and to authorize the Selectmen to issue and negotiate, such bonds or notes and to determine the rate of interest thereon; further, that the amount raised and appropriated herein may be used to defray the costs attributable to due diligence inspections, surveys, title search charges, closing costs and other similar charges associated with such acquisition. The foregoing notwithstanding, the issuance of said bonds shall be subject to the following three conditions:

No such bonds shall be issued earlier than July 1, 2004; and,



Any of such bonds shall have appropriate terms and maturities such that no principal  
Or interest payments shall become due and payable prior to January 1,2005; and,  
No such bonds shall be issued with a term of maturity of less than fifteen (15) years.

BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

(This is a Special Warrant Article and is intended to be non-lapsing as to any purchase that has been ratified by a regular or special town meeting held prior to December 31,2004. Pursuant to RSA 33:8 a supermajority of two-thirds (2/3) ballot vote is required to adopt this article). Seconded by Mark Johnson.

Louis Tyska made a motion to move the question. Seconded by Thomas Jambard. MOVE QUESTION. CARRIED.  
Polls opened at 10:03pm and closed at 11:03 pm. 2/3 vote needed. 178 votes cast. YES – 120 NO – 58 CARRIED.

Motion by Sandra Johnson to adjourn the meeting to Thursday , March 11,2004 at 7:00pm. Seconded by Judy McCoy.  
CARRIED. Meeting adjourned at 11:20pm.

A TRUE COPY OF RECORD: ATTEST-

NANCY B JAMBARD  
TOWN CLERK

**HOLLIS TOWN MEETING**  
**MARCH 11, 2004**

The meeting was reconvened by Moderator James Squires, at 7:00pm in the Hollis-Brookline Co-operative High School.

ARTICLE 4 – Motion by Michael Harris to see if the Town will vote, pursuant to RSA72:28 to increase the veteran's tax credit from \$100 to \$200. To qualify, the person or person's surviving spouse must satisfy all the conditions of RSA72:28-34 that pertain to eligibility for this credit, as well as those contained in any other applicable statute. BY SELECTMEN.

Recommended by Selectmen (3 were in favor; 2 were opposed)

Recommended by Budget Committee

Seconded by Donald Ryder.

AMENDMENT: Motion by Edward McDuffee to amend the Article to \$300 instead of \$200. Seconded by James Belanger. VOTE ON AMENDMENT. CARRIED. Article 4 – CARRIED AS AMENDED.

ARTICLE 5 – motion by Donald Ryder to see if the town will vote, pursuant to RSA72:35, to increase the service-connected disability veteran's tax credit from \$1400 to \$2000. To qualify, the person or person's surviving spouse must satisfy all the conditions of RSA72:35. that pertain to eligibility for this credit, as well as those contained in any other applicable statute. Further, said credit for service-connected total disability shall replace the standard veteran's tax credit in its entirety and shall not be in addition thereto. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Vahrij Manoukian. CARRIED.

ARTICLE 6 – Motion by James Belanger to take this Article up after Article 9 as all the Firemen had just left on a call. Seconded by Donald Ryder. Chief Richard Towne was still in the hall and agreed to go ahead with the Article – Motion and Second was withdrawn. Motion by Mark Johnson to see if the town will vote to raise and appropriate Eight Thousand Seven Hundred Fifty Nine Dollars (\$8759) for the purpose of hiring one new full time Firefighter employee, including estimated benefit expenses for November and December 2004. (The cost associated with salary and benefits for a new fire fighter for the 12-month period of 2005 is estimated to be \$61,600.) BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Vahrij Manoukian. CARRIED.

ARTICLE 7 – Motion by Raymond Lindsay to see if the town will vote to raise and appropriate Thirty Three Thousand Five Hundred Dollars (\$33,500) for the purpose of hiring one full time Police Officer, including estimated benefits expenses for April 1, 2004 through December 31, 2004. (The cost associated with salary and benefits for a new police officer for the 12-month period of 2005 is estimated to be \$63,100.) BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Vahrij Manoukian. CARRIED.

ARTICLE 8 – Motion by Raymond Lindsay to see if the town will vote to raise and appropriate Eighty Thousand Four Hundred Dollars (\$80,400) for the purchase of software and hardware for the Police Department. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Donald Ryder. CARRIED.

ARTICLE 9 – Motion by Mark Johnson to see if the town will vote to raise and appropriate Thirty Thousand (\$30,000) for the purchase of a 2004 Ford Expedition to be used by the Fire Chief. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Vahrij Manoukian. CARRIED.

ARTICLE 10 – Motion by Raymond Lindsay to see if the town will vote to raise and appropriate Eight Thousand Dollars (\$8,000) for the purpose of engineering studies for the Police Station renovation. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Vahrij Manoukian CARRIED.

ARTICLE 11- Motion by Mark Johnson to see if the town will vote to raise and appropriate the sum of One Hundred Thousand Dollars (\$1000,000) to be placed in the Major Fire Equipment Capital Reserve Fund established for this purpose at the 2002 annual meeting. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee.

Seconded by Donald Ryder. CARRIED.

ARTICLE 12 – Motion by Vahrij Manoukian to see if the town will vote to raise and appropriate the sum of Forty Five Thousand Dollars (\$45,000) to be place in the Major Highway Equipment Capital Reserve Fund established for this purpose at the 2002 annual meeting. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Donald Ryder. CARRIED.

ARTICLE 13 – Motion by Richard Walker to see if the town will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the Compensated Absences Payable Expendable Trust Fund established at the 2002 Annual Town Meeting.  
BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Vahrij Manoukian. CARRIED.

ARTICLE 14 – Motion by Vahrij Manoukian to see if the town will vote to raise and appropriate Eighty Thousand Dollars (\$80,000) for the purpose of purchasing a new Dump Truck for the Town of Hollis and to withdraw Seventy Thousand Dollars (\$70,000) plus accumulated interest from the Major Highway Equipment Capital Reserve established for this purpose at the 2002 annual meeting, with the balance to come from general taxation. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Donald Ryder. CARRIED

ARTICLE 15 – Motion by Mark Johnson to see if the town will vote to raise and appropriate Three Hundred Seventy Five Thousand Dollars (\$375,000) for the pupose of purchasing a new fire engine and to withdraw Three Hundred Seventy Five Thousand Dollars (\$375,000) from the Major Fire Equipment Capital Reserve established for this purpose in 2002. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Vahrij Manoukian.

AMENDMENT: Motion by Mark Johnson to replace \$375,000 with \$350,000. Seconded by Vahrij Manoukian.  
AMENDMENT CARRIED. ARTICLE 15 – CARRIED AS AMENDED.

ARTICLE 16 – Motion by Richard Walker to see if the town will vote to appropriate Fifty Thousand Dollars (\$50,000) for the purpose of funding ambulance services and equipment, and to authorize the withdrawal from the Ambulance Fee Special Revenue Fund established for this purpose at the 2002 annual meeting. None of this money is to come from general taxation. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Vahrij Manoukian. CARRIED.

ARTICLE 17 – Motion by Richard Walker to see if the town will vote to appropriate Thirty Five Thousand Dollars (\$35,000) for the purpose of funding the annual Old Home Day celebration, and to authorize the withdrawal from the Old Home Day Special Revenue Fund established for this purpose at the 1999 annual meeting. None of this money is to come from general taxation. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Donald Ryder. CARRIED.

ARTICLE 18 – Motion by Richard Walker to see if the town will vote to appropriate One Hundred Thousand Dollars (\$100,000) for the purpose of funding police private details and to authorize the withdrawal from the Police Private Details Special Revenue Fund established for this purpose at the 2001 annual meeting. None of this money is to come from general taxation. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Donald Ryder. CARRIED.

ARTICLE 19 – Motion by Vahrij Manoukian to see if the town will raise and appropriate The sum of Fifty Thousand Dollars (\$50,000) for the repair and preservation of the original timber frame members of the Historic Lawrence Barn. These are owned by the town and are currently in storage. This work is in preparation for reconstruction of the barn on Nichols Field at some future date to be determined.

Not recommended by Selectmen (split vote 2-2)

Not recommended by Budget Committee

Seconded by Miriam G Winer. CARRIED.

ARTICLE 20- Motion by Donald Ryder to see if the town will vote to raise and appropriate the sum of Five Million Two Hundred Twenty Nine Thousand Fifty Dollars (\$5,229,050), which represents the operating budget of the Town for the year 2004. Said sum does not include special or individual articles addressed. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Varij Manoukian. CARRIED. \$5,229,050

James Belanger wanted a sense of the body: about helping our Senior Citizens – set up tables at their meetings, hot meals to be delivered to them, take for doctor appointments,

Etc. Everyone agreed the Selectmen and the Townspeople should do everything they can for the Senior Citizens.

Motion by Miriam G Winer to adjourn the meeting. Seconded by James Belanger. CARRIED. Meeting adjourned at 9:35 pm.

A TRUE COPY OF RECORD – ATTEST:

NANCY B JAMBARD  
TOWN CLERK



## HOLLIS SPECIAL TOWN MEETING

DECEMBER 16, 2004

The meeting was called to order at 7:00pm at the Hollis Brookline Co-operative High School by Moderator James Squires.

ARTICLE 1 – Motion by Mark Johnson to see if the Town will vote, in accordance with the procedure established by the adoption of Article 2 of the March 2004 Town of Hollis Annual Town Meeting, to authorize the Selectmen to acquire the full fee interest in the property identified as the Woodmont Orchard Parcels which includes all of Hollis Tax Map 35 Lot 63, Lot 63-1, Lot 63-2, Lot 63-3, Lot 63-4, Lot 63-5, Lot 63-6, Lot 63-7, and Lot 63-8 totaling approximately 181 acres; and to further authorize the Selectmen to enter into such agreements and execute any and all documents necessary to conclude such acquisition, on such terms and conditions as the Selectmen deem appropriate, it being intended that approval of this article will constitute the ratification of a decision to acquire the within described parcels, but it shall not be interpreted to constitute the ratification of any other parcels.

(NOTE: This article does not raise any money. Said acquisition contemplates the expenditure of up to Three Million Two Hundred Fifty Thousand Dollars (\$3,250,000) of the 5 million dollars, Article 2 Bond for Land Acquisition, approved at the March 2004 Town of Hollis Annual Town Meeting.) Seconded by Michael Harris. Motion by James Isaac to move question. Seconded by Michael Harris. CARRIED. Polls opened at 9:26pm – closed at 10:10pm. ARTICLE 1- CARRIED . YES- 405 NO – 268.

Motion by Gerald Gartner to restrict reconsideration of Article 1. Seconded by Mark Johnson. CARRIED.

ARTICLE 2 – Motion by Thomas Jambard to see if the Town will vote, in accordance with the procedure established by the adoption of Article 2 of the March 2004 Town of Hollis Annual Town Meeting, to authorize the Selectmen to acquire the full fee interest in the property identified as the Property of Ludwick Siergiewicz, which includes approximately 80 acres of Hollis Tax Map 46, Lot 51, and to further authorize the Selectmen to enter into such agreements and execute any and all documents necessary to conclude such acquisition, on such terms and conditions as the Selectmen deem appropriate, it being intended that approval of this article will constitute the ratification of a decision to acquire the within described parcel, but it shall not be interpreted to constitute the ratification of any other parcels.

(NOTE: This article does not raise any money. Said acquisition contemplates the expenditure of up to Eight Hundred Twenty Five Thousand Dollars (\$825,000) of the 5 million dollars, Article 2 Bond for Land Acquisition, approved at the March 2004 Town of Hollis Annual Town Meeting.) Seconded by Roger Saunders. CARRIED. YES – 197 NO – 79.

Before the meeting was called to order there were two signed petitions requesting there be a ballot vote.

Motion by John Andruskiewicz to adjourn the meeting. Seconded by James Belanger. CARRIED. Meeting adjourned at 11:15pm.

Nancy B Jambard  
Town Clerk

## HOLLIS BIRTH REPORT 2004

<b>Date</b>	<b>Child's Name</b>	<b>Father's Name</b>	<b>Mother's Name</b>	<b>Place of Birth</b>
1/7/2004	Rachel Susanne Brackett	Jonathan Brackett	Alison Brackett	Nashua, NH
1/8/2004	Andrew Joseph Morin	Boyce Morin	Charlene Morin	Winchester, MA
1/15/2004	Aidan Martin Rowe	Martin Rowe	Kathleen Rowe	Nashua, NH
1/20/2004	Devin Marie Walega	Michael Walega	Patricia Martin	Nashua, NH
1/25/2004	Julie Sarah Berke	Howard Berke	Sabine Berke	Nashua, NH
1/26/2004	Hallie Marie Bardani	Robert Bardani	Crissy Bardani	Methuen, MA
1/26/2004	Ella Olivia Holmes	Ethan Holmes	Rachel Holmes	Nashua, NH
1/28/2004	John William Kotelly	William Kotelly	Ellen Kotelly	Nashua, NH
1/29/2004	Peytin Antoinette Bresciano	Paul Bresciano	Lisa Bresciano	Nashua, NH
1/31/2004	Lindsey Loraine Dejoie	Christopher Dejoie	Stacie Dejoie	Nashua, NH
1/31/2004	Jason Robert Dejoie	Christopher Dejoie	Stacie Dejoie	Nashua, NH
2/1/2004	Emily Jean Fox	C. Richard Fox	Janet Testa-Fox	Nashua, NH
3/2/2004	Capri Indigo Moskun	James Moskun	Erin Moskun	Nashua, NH
3/4/2004	William Southwick Oehler	James Oehler	Jennifer Deenik	Manchester, NH
3/5/2004	Zachary Maurice Sanders	Scott Sanders	Rachelle Sanders	Nashua, NH
3/5/2004	Eamon Finnegan Carroll	Peter Carroll	Rebecca Gilmour	Nashua, NH
3/6/2004	Lillian Kelley Sullivan	David Sullivan	Diane Sullivan	Boston, MA
3/8/2004	Erin Kay Jacob	John Jacob	Martha Jacob	Nashua, NH
3/18/2004	Meredith Grace Scott	Jonathan Scott	Lisa Scott	Nashua, NH
3/25/2004	Matthew Graeme Macbean	Andrew Macbean	Michelle Macbean	Nashua, NH
3/27/2004	Randall William O'Neil	John O'Neil	Linda O'Neil	Nashua, NH
4/1/2004	Brian Ethan Stearns	William Stearns	Margaret Stearns	Nashua, NH
4/3/2004	Jillian Rose Bradbrook	Alan Bradbrook	Dawn Bradbrook	Nashua, NH
4/5/2004	Lydia Paige Daskalos	George Daskalos	Renee Daskalos	Nashua, NH
4/8/2004	Emily Margaret Otte	Christopher Otte	Tina Otte	Nashua, NH
4/9/2004	Hannah Grace Craft	William Craft	Kristin Craft	Nashua, NH
4/9/2004	Ryan Liam Craft	William Craft	Kristin Craft	Nashua, NH
4/11/2004	Rachel Ann Delong	Kenneth Delong	Kristi Delong	Lowell, MA
4/27/2004	Dominic Richard Napolitano	Richard Napolitano	Angela Napolitano	Nashua, NH
5/15/2004	Ryan Michael Fallon	Dennis Fallon	Elaine Fallon	Nashua, NH
5/23/2004	Lara Grigg Coady	Matthew Coady	Farrah Coady	Nashua, NH
5/26/2004	Molly Claire Sullivan	Michael Sullivan	Heather Sullivan	Nashua, NH
6/1/2004	Eliza Mar Gehan	Thomas Gehan	Michelle Gehan	Manchester, NH
6/2/2004	Marc Kei Sven Braun	Samuel Braun	Sandra Braun	Nashua, NH
6/4/2004	Leah Ashley Leone	David Leone	Catherine Leone	Nashua, NH
7/1/2004	Skyler Brooke Skinner	Paul Skinner	Patrice Skinner	Nashua, NH
7/1/2004	Kaylie Ann Skinner	Paul Skinner	Patrice Skinner	Nashua, NH
7/9/2004	Rose Marie Ciofrone	Christopher Ciofrone	Vicki Ciofrone	Nashua, NH
7/13/2004	Amelie Burguet	Philippe Burguet	Claudia Burguet	Manchester, NH
7/25/2004	Andrew Eric LeBlanc	Eric LeBlanc	Heidi LeBlanc	Nashua, NH
8/8/2004	Andrew Patrick Sockey	David Sockey	Patricia Sockey	Nashua, NH
9/18/2004	Camden Christopher Wheeler	Christopher Wheeler	Kristi Wheeler	Nashua, NH
10/1/2004	Jon Austin Kaminaris	Christos Kaminaris	Stephanie Kaminaris	Nashua, NH
10/19/2004	Christopher David Pyle	David Pyle	Stephanie Pyle	Manchester, NH
10/24/2004	Theresa Vianne Prunier	Robert Prunier	Bethany Prunier	Nashua, NH
11/1/2004	Elizabeth Jane Rutledge	David Rutledge	Anne Rutledge	Nashua, NH
11/2/2004	Melina Elizabeth Kyrias	George Kyrias	Nikki Kyrias	Nashua, NH
11/5/2004	Elizabeth Ann Fournier	Andrew Fournier	Kimberly Fournier	Nashua, NH
11/8/2004	Kaleb Thomas Popham	Kevin Popham	Michele Popham	Nashua, NH
11/17/2004	Cavan Elias Quinn	Norman Quinn	Sherri Quinn	Manchester, NH
11/17/2004	Annabelle Mary Jesse	Jonathan Jesse	Stephanie Jesse	Nashua, NH
11/19/2004	Charlotte Edith Shafer	Erik Shafer	Rachel Sumet-Schafer	Nashua, NH
11/20/2004	Nathaniel Arnez Dolloff	Jerry Payne	Ashley Dolloff	Nashua, NH
11/20/2004	Jesse Paul Certz	William Certz	Alicia Certz	Nashua, NH
12/22/2004	Jason Kitner Babcock	John Babcock	Holly Deurloo	Nashua, NH
12/26/2004	Sydney Marie Reardon	Donald Reardon	Beverly Reardon	Manchester, NH

## HOLLIS DEATHS 2004

<u>Date</u>	<u>Decedent's Name</u>	<u>Place of Death</u>	<u>Father's Name</u>	<u>Mother's Name</u>
3/14/2004	Linda Watson	Hollis, NH	Kenneth Pope	Dolly Stengel
3/16/2004	Lee Buswell	Hollis, NH	Clarence Buswell	Mabel Morrison
5/1/2004	Stefan Mykolyszyn	Hollis, NH	Unknown Mykolyszyn	Unknown Unknown
5/1/2004	Ruth Seager	Nashua, NH	John Howe	Lottie Calderwood
5/28/2004	Glenna Mathews	Hollis, NH	William Lund	Edna Hodgman
5/30/2004	Glenn Staveley	Ossipee, NH	Joseph Staveley	Gertrude Whitely
6/14/2004	Rosella Cave	Bedford, NH	Robert Clinton	Ella Bennett
6/19/2004	Kathleen Maher	Nashua, NH	Robert Wahl	Shirley Barber
7/6/2004	Elizabeth Patterson	Nashua, NH	Edward McBride	Catherine Cullen
7/6/2004	Jean Lavergne	Concord, NH	Uldaidge LaVergne	Aurore Cote
7/23/2004	Ruth Hayward	Hollis, NH	William Perry	Josephine Barry
7/30/2004	Barbara Rock	Hollis, NH	Arthur Sweetser	Laura Pierce
8/9/2004	Paula Donaldson	Nashua, NH	Robert Dunn	Pauline Spinazola
8/15/2004	Jean Morrison	Hollis, NH	Thomas Sullivan	Jean Emery
8/22/2004	Fred Pineo	Nashua, NH	Emerson Pineo	Ethel Holden
8/24/2004	Michael Manoukian	Nashua, NH	Vahrij Manoukian	Nora Titizian
9/4/2004	Arlean Walker	Nashua, NH	Scott Larrimore	Viola Sneffin
9/13/2004	Philip McLaughlin	Hollis, NH	Thomas McLaughlin	Elizabeth Bolia
9/29/2004	Rudolph Comtois	Hollis, NH	Rudolph Comtois	Mary LaFoss
10/27/2004	Gloria Ouellette	Merrimack, NH	Joseph Turcotte	Louise Douville
11/20/2004	Martin Weinstein	Nashua, NH	Louis Weinstein	Sarah Zimbalist
11/23/2004	Adeline Jambard	Merrimack NH	Jeremiah Holt	Goldie Wilbur
12/16/2004	H. Gilbert Mahan	Nashua, NH	H. Gilbert Mahan	Louise Arnold
12/18/2004	Gail Jellison	Hollis, NH	Ernest Schuster	Mae Thornell
12/27/2004	Stephen Albee	Lebanon, NH	Meridon Albee	Barbara Fowler



## HOLLIS MARRIAGES 2004

<u>Date</u>	<u>Name &amp; Residence of Groom</u>	<u>Name &amp; Residence of Bride</u>
1/11/2004	Steven A. Post, Hollis, NH	Ileana Vintila, Manchester, NH
1/12/2004	Grederick C. Harter III, Lunenburg, MA	Sandra L. Holliday, Lunenburg, MA
1/13/2004	Hyran D. Brum, Nashua, NH	Allison F. Hodge, Hollis, NH
1/17/2004	Randolph J. Reis, Hollis, NH	Bernadette Johnson, Hollis, NH
2/5/2004	Alan E. Scott, Nashua, NH	Susan R. LaFontaine, Hollis, NH
2/28/2004	John T. Stroup, Hollis, NH	Mary A. Angelo, Hollis, NH
4/1/2004	Gerald C. Glover, Hollis, NH	Marie C. Miller, Hollis, NH
4/3/2004	Jeffrey J. Oldach, Jr, Milford, NH	Kari M. Golec, Milford, NH
5/1/2004	David S. Belson, Somerville, MA	Heather E. Kelley, Somerville, MA
5/4/2004	John C. Devereaux, Jr, Milford, NH	Katherine C. McKee, Milford, NH
5/6/2004	Saurabh J. Ullal, Berkeley, CA	Ritu Gupta, Hollis, NH
5/15/2004	Scott A. Ardizzoni, Jr., Tewksbury, MA	Maureen A. McCarthy, Tewksbury, MA
5/15/2004	Panagiotis Kapetangiannopoulos, Stoneham, MA	Melanie L. Ordway, Nashua, NH
5/16/2004	Perry Dickau, Hollis, NH	Katrine A. Viscio, Freedom, NH
5/22/2004	Todd C. Enright, Nashua, NH	Cindy A. Quirion, Nashua, NH
5/23/2004	Jason M. Brailsford, Lunenburg, MA	Mariah L. Infantino, Lunenburg, MA
5/23/2004	Kevin S. Popham, Milford, NH	Michele Anne Testa, Milford, NH
5/27/2004	Joseph W. Eicher, Hollis, NH	Regina M. Burton, Hollis, NH
6/5/2004	Roger D. MacNicol, Hollis, NH	Stephanie J. Ashbaugh, Hollis, NH
6/5/2004	Peter W. Scully, Newton, MA	Linda T. Ystueta, Dunstable, MA
6/10/2004	Neal A. Augustyn, Hollis, NH	Michele L. Joyce, Hollis, NH
6/12/2004	David W. Porter, Hollis, NH	Elizabeth A. Plante, Hollis, NH
6/12/2004	Richard A. Gustafson III, Hollis, NH	Pamela Nylen, Hollis, NH
6/13/2004	Bryan P. Sweeney, Milford, MA	Ann M. Farnesi, Milford, MA
6/14/2004	Tudur A. Jones, Brighton, MA	Lindsay B. Fields, Brighton, MA
6/19/2004	Bradford A. McCarthy, Hollis, NH	Holly A. Williams, Hollis, NH
6/19/2004	Andrew R. Cutter, Hollis, NH	Shannon M. Kennedy, Litchfield, NH
6/26/2004	Christopher J. Mackie, Hollis, NH	Jennifer L. MacKay, Hollis, NH
6/26/2004	Bryan M. Devaney, Park City, UT	Michele L. Albee, Park City, UT
6/26/2004	Ronald W. Marchant, Vernon, CT	Sarah R. Haight, Brookline, NH
6/26/2004	Erik T. Sawyer, Dracut, MA	Elisa M. Patterson, Lowell, MA
7/3/2004	Kenneth L. Main, Pepperell, MA	Nelly E. Ojeda, Pepperell, MA
7/3/2004	Jassen Trankov, Jersey City, NJ	Ashley N. Bruce, Jersey City, NJ
7/4/2004	Matthew P. Moseley, San Francisco, CA	Tiffany R. Stephan, San Francisco, CA
7/9/2004	Christopher M. Way, Manchester, NH	Erika C. Chenard, Manchester, NH
7/16/2004	Todd C. Krauss, Hollis, NH	Aline C. Dias Silva, Hollis, NH
7/17/2004	Anthony H. Skovira, Manchester, NH	Denise L. Wood, Manchester, NH
7/18/2004	Thomas McShane, St. Simon Island, GA	Barbara J. Smith, Hollis, NH
7/24/2004	Ronald A. Philbrick, Hollis, NH	Jennifer M. Risi, Hollis, NH
7/31/2004	Douglas L. Cooper, Wilmington, MA	Jennifer D. Frechette, Wilmington, MA
7/31/2004	Damian B. Daniels, Townsend, MA	Deena L. Giordano, Pepperell, MA
8/1/2004	David R. Gaillardetz, Lowell, MA	Clorinda N. Bowers, Lowell, MA
8/2/2004	Donald A. Trinquet, Ayer, MA	Wendy L. Johnston, Ayer, MA
8/7/2004	David A. Dion, Townsend, MA	Carolann P. Sweeney, Townsend, MA
8/7/2004	Jason M. DeChiaro, Sturbridge, MA	Sarah E. Kirby, Sturbridge, MA



## HOLLIS MARRIAGES 2004 (CONT)

<b>Date</b>	<b>Name &amp; Residence of Groom</b>	<b>Name &amp; Residence of Bride</b>
8/7/2004	Jason H. Wyatt, Salem, MA	Meegan C. Bonner, Salem, MA
8/7/2004	Charles E. Braman, Dracut, MA	Tina L. Goff, Dracut, MA
8/28/2004	Keith H. Maurhoff, Watertown, MA	Jennifer R. Baker, Brighton, MA
8/29/2004	John R. Burton, Manchester, MA	Kimberly M. Roy, Dracut, MA
8/31/2004	William A. Loverro, Hollis, NH	Anita A. Loverro, Hollis, NH
9/11/2004	Brian E. O'Neill, Jamaica Plain, MA	Christine E. Junge, Jamaica Plain, MA
9/18/2004	Aaron F. Krivicich, Nashua, NH	Jessica L. Greenwood, Nashua, NH
9/19/2004	Todd M. Bubar, Hollis, NH	Marife T. Falsario, Hollis, NH
9/19/2004	Jason R. Spera, Providence, RI	Willo Q. Gainey, Providence, RI
9/25/2004	Edward L. Marsteiner, II, Arlington, MA	Jodie B. Johnson, Arlington, MA
9/25/2004	James M. McKenney, Nashua, NH	Danielle E. Yocono, Nashua, NH
9/26/2004	Bruce P. Cononico, Jr., Manchester, NH	Anna J. Bettencourt, Manchester, NH
10/2/2004	Robert L. Mason, Fort Myers, FL	Melissa R. Stakun, Fort Myers, FL
10/2/2004	Nathan D. Neveu, Nashua, NH	Jennifer A. Kilday, Nashua, NH
10/9/2004	Seth Hardy, Arlington, MA	Shelby E. Stephan, Hollis, NH
10/9/2004	Justin D. Crawford, Oakland, RI	Meredith L. Gauthier, Oakland, RI
10/9/2004	Ian H. Lefferts, Marshfield, MA	Jill M. Sands, Marshfield, MA
10/10/2004	Robert L. Epps, Hudson, NH	Colleen L. Blanchette, Hollis, NH
10/10/2004	Charles D. Robinson, Centreville, VA	Ebony L. Doran, Centerville, VA
10/16/2004	Robb B. Schwartz, Amherst, NH	Beatrice M. Newman, Amherst, NH
10/16/2004	Dennis M. Faria, Billerica, MA	Paula S. Steinman, Billerica, MA
10/16/2004	Jesse J. Aubin, Merrimack, NH	Heidi Januskiewicz, Merrimack, NH
10/22/2004	Kelly P. Smith, Nashua, NH	Stacy A. LaMontagne, Nashua, NH
10/23/2004	Richard M. Lovering III, Hollis, NH	Bethany J. Stanizzi, Hollis, NH
10/30/2004	Philip W. Mullen, Jr. Hollis, NH	Emma-Louise Galacher, Hollis, NH
11/6/2004	Stephen K. Bozich, Alstead, NH	Nicole F. Fitzgerald, Needham, MA
11/13/2004	Lawrence D. Havey, Woodbury, CT	Catherine M. McCandless, Woodbury, CT
11/27/2004	Shawn M. Lawler, Mason, NH	Alison L. Eastman, Mason, NH
12/11/2004	Richard A. Desmarais, Hollis, NH	Joanne O. Poitras, Hollis, NH
12/11/2004	Michael D. Karp, Wenonah, NJ	Kelley L. Chalk, Bow, NH
12/20/2004	Hans P. Reed, Milford, NH	Gwendlyn A. Serra, Cocoa, FL

## NOTES

# **HOLLIS SCHOOL DISTRICT**

**For the Year Ending June 30, 2004**

## **SCHOOL OFFICERS**

**2004**

### **Hollis School Board**

Mr. Douglas Cleveland, Chair		Term Expires 2006
Mr. Harry Haytayan		Term Expires 2005
Ms. Janet Listowich		Term Expires 2005
Mrs. Kathleen de Lacy		Term Expires 2006
Mrs. Anita Moynihan		Term Expires 2007
Mrs. Suzanne Shifflet	Clerk	Appointed
Mrs. Claudia Dufresne	Treasurer	Term Expires 2005
Mr. James Belanger	Moderator	Term Expires 2005

### **SAU #41 Administration**

Dr. Kenneth L. DeBenedictis	Superintendent of Schools
Ms. Carol A. Mace	Director of Curriculum and Instruction
Mrs. Lee Ann Blastos	Business Administrator
Mr. Robert R. Kelly	Director of Special Education

### **Hollis Elementary Schools**

Hollis Primary School	Hollis Upper Elementary School
Dr. Gail Paludi, Principal	Mrs. Carol Thibaudeau , Principal
Mrs. Susan Astone, Asst. Principal/SpEd. Coordinator	Mrs. Candice Fowler, Asst. Principal/SpEd. Coordinator

**HOLLIS SCHOOL DISTRICT WARRANT**  
**The State of New Hampshire**

To the inhabitants of the Hollis School District in the Town of Hollis in the County of Hillsborough, State of New Hampshire qualified to vote in District Affairs.

YOU ARE HEREBY NOTIFIED TO MEET AT THE HOLLIS BROOKLINE HIGH SCHOOL IN SAID DISTRICT ON THE SEVENTH DAY OF MARCH, 2005, AT SEVEN O'CLOCK IN THE EVENING TO ACT UPON THE FOLLOWING SUBJECTS.

1. To elect all necessary school district officers for the ensuing terms by official ballot on March 8, 2005.
  - Election of two members of the School Board for the ensuing three years.
  - Election of a School District Treasurer for the ensuing year.
  - Election of a School District Clerk for the ensuing year.
  - Election of a Moderator for the ensuing year.
2. To see if the school district will vote to raise and appropriate a sum of \$183,626 to fund the increase in cost items relative to professional staff salaries and fringe benefits for the 2005-2006 school year which resulted from good faith negotiations with the professional staff, and which represents the negotiated increase over last year's salaries and fringe benefits. The school board recommends this appropriation. The budget committee supports this article.
3. To see if the school district will vote to raise and appropriate \$9,178,767 for the support of schools, for the payment of salaries of school district officers and agents and for the payment of statutory obligations of the district. The school board recommends this appropriation. The budget committee supports this article. This appropriation does not include any of the other warrant articles.
4. To see if the school district will authorize the Hollis School District to access future year state and federal catastrophic aid funds in the event that special education costs exceed budget limitations. The school board and budget committee recommend this article.
5. To transact any other business which may legally come before said meeting.

Given under our hands and seals at said Hollis, New Hampshire on this third day of February, 2005.

Douglas Cleveland, Chair  
Kathleen de Lacy  
Harry Haytayan  
Janet Listowich  
Anita Moynihan

A true copy of the warrant - Attest:

Douglas Cleveland, Chair  
Kathleen de Lacy  
Harry Haytayan  
Janet Listowich  
Anita Moynihan



**SCHOOL WARRANT**  
**The State of New Hampshire**

Polls Open at 7:00 AM - Will not close before 7:00 PM

To the inhabitants of the Hollis School District in the Town of Hollis, New Hampshire qualified to vote in  
District Affairs.

YOU ARE HEREBY NOTIFIED TO MEET AT THE HOLLIS BROOKLINE HIGH SCHOOL IN SAID  
DISTRICT ON THE EIGHTH DAY OF MARCH, 2005 AT SEVEN O'CLOCK IN THE MORNING, TO ACT  
UPON THE FOLLOWING SUBJECTS.

1. To choose a Moderator for the ensuing year.
2. To choose a Clerk for the ensuing year.
3. To choose a Treasurer for the ensuing year.
4. To choose two members of the School Board for the ensuing three years.

Given under our hands and seals at said Hollis, New Hampshire on this third day of February, 2005.

Douglas Cleveland, Chair  
Kathleen de Lacy  
Harry Haytayan  
Janet Listowich  
Anita Moynihan  
SCHOOL BOARD

A true copy of the warrant - Attest:

Douglas Cleveland, Chair  
Kathleen de Lacy  
Harry Haytayan  
Janet Listowich  
Anita Moynihan  
SCHOOL BOARD

# HOLLIS ANNUAL SCHOOL DISTRICT MEETING

## MARCH 8, 2004

Moderator Jim Belanger called the annual meeting of the Hollis School District to order at 7:00 PM on March 8, 2004.

Chelsea de Lacy sang the National Anthem.

School Board: Douglas Cleveland, Chair; Janet Listowich, Harry Haytayan, Kathleen de Lacy, and Anita Moynihan  
Budget Committee: Mike Harris, Chair; Morton E. Goulder, and Scott Bartis in attendance

Moderator Belanger reviews rules of the meeting.

Principal of Hollis Primary, Gail Paludi provided an overview of the state of the Primary school. Principal of Hollis Upper Elementary, Carol Thibaudeau, provided an overview of the state of the Upper Elementary school.

Douglas Cleveland introduces the administration of Hollis Elementary and staff of the SAU.

Mike Harris presents several slides detailing the budget overview along with tax implications for the citizens of Hollis.

### Article 1

To elect all necessary school district officers for the ensuing terms by official ballot on March 9, 2004.

- Election of one member of the School Board for the ensuing three years.
- Election of a School District Treasurer for the ensuing year.
- Election of a School District Clerk for the ensuing year.
- Election of a Moderator for the ensuing year.

### Article 2

To see if the school district will vote to raise and appropriate a sum of \$216,727 to fund the increase in cost items relative to professional staff salaries and fringe benefits for the 2004-2005 school year which resulted from good faith negotiations with the professional staff, and which represents the negotiated increase over last year's salaries and fringe benefits. This is the first year of a two-year contract. Cost items increases in subsequent years will require approval of specific warrant articles at future District Meetings. The school board recommends this appropriation. The budget committee supports this article.

**Article 2 was moved by Douglas Cleveland and seconded by Janet Listowich.**

Douglas Cleveland gives a brief overview of the facts supporting the article. The budget impact of the article represents 2.67% of the increase to the budget and a 3% increase in salaries for both years. Moderator Jim Belanger asks if there are any questions and calls for a vote on the motion. *The motion carried by card vote.*

### Article 3

To see if the school district will vote to raise and appropriate a sum of \$67,345 to fund the increase in cost items relative to support staff salaries and fringe benefits for the 2004-2005 school year which resulted from good faith negotiations with the support staff, and which represents the negotiated increase over last year's salaries and fringe benefits. This is the second year of a two-year contract. Cost items increases in subsequent years will require approval of specific warrant articles at future District Meetings. The school board recommends this appropriation. The budget committee supports this article.

**Article 3 was moved by Kathleen de Lacy and seconded by Douglas Cleveland.**

Kathleen de Lacy gives a brief overview of the facts supporting the article. The increase in base salaries is 3% the first year and 4% the second year of the contract. The budget impact of the article represents .83% of the increase to the budget. Moderator Jim Belanger asks if there are any questions and calls for a vote on the motion. *The motion carried by card vote.*

#### Article 4

To see if the school district will vote to raise and appropriate \$8,596,916 for the support of schools, for the payment of salaries of school district officers and agents and for the payment of statutory obligations of the district. The school board recommends this appropriation. The budget committee supports this article. This appropriation does not include any of the other warrant articles.

**Article 4 was moved by Janet Listowich and seconded by Harry Haytayan.**

Janet Listowich gives a brief presentation of the budget highlighting and explaining line items that increased or decreased significantly. Items of increase are Science, Special Education, Improvement of Instructional Services, and Employee Benefits. Items of decrease are Regular Instruction, Contingency Fund, Operations of the Plant, and Debt Service. The operating budget overall increased \$229,208 resulting in an increase of 2.82%. The total increase to the budget was 6.13% with the passing of Article 2 and Article 3. Moderator Jim Belanger asks if there are any questions.

Kathy Lewis makes a commentary regarding the low turnout of the voters at the meeting. Chris Hyde questions whether the increase in Special Education is the cause of the decrease in Regular Instruction. Ken DeBenedictis responds that the increase in the Special Education budget is due to anticipated enrollments in the coming year and the two areas are independent of each other. Special Education requirements are mandated by State and Federal law and allow for little flexibility. Bob Kelly states that the numbers of students requiring Special Education is actually less than the state average. Hollis has 10.2% of its students in Special Education and the state average is 14.8%. Mike Harris states that the district is under the goal set by the budget committee of 11%.

Kathy Lewis asks the impact of the teacher numbers on class sizes. Janet Listowich responds that sixth grade will be a little larger than optimal, but the numbers are necessary to fit into the teaming style that the sixth grade uses. First grade classes will be smaller than usual.

Moderator Jim Belanger asks if there are any further questions and calls for a vote on the motion. *The motion carried by card vote.*

#### Article 5

To see if the school district will authorize the Hollis School District to access future year and federal catastrophic aid funds in the event that special education costs exceed budget limitations. The school board and budget committee recommend this article.

**Article 5 was moved by Kathleen de Lacy and seconded by Harry Haytayan.**

Moderator Jim Belanger asks if there are any questions and calls for a vote on the motion. *The motion carried by card vote.*

#### Article 6

To see if the Hollis School District meeting will raise and appropriate \$1,000,000 for renovations to the Hollis Middle School, should the 7<sup>th</sup> and 8<sup>th</sup> grade reduction vote in the Hollis-Brookline Cooperative District meeting have been in the affirmative. To be expended **ONLY** at the completion of said reduction. (Submitted by petition) The school board does not recommend this appropriation. The budget committee recommends this appropriation. Due to the passage of the middle school renovation, this motion was withdrawn by the Petitioner

**A motion to table Article 6 was made by Mike Harris and seconded by Scott Bartis.**

Moderator Jim Belanger calls for a vote on the motion to table Article 6. *The motion to table Article 6 carried by card vote.*

#### Article 7

To see if the school district will vote to direct the Hollis School Board to open the Hollis Primary and Upper Elementary Schools no later than 8:00 AM each day, and early enough to accommodate an 8:30 opening by the Hollis-Brookline Cooperative schools. (Submitted by petition) The school board does not recommend this article. The budget committee has not taken a position on this article. This motion was withdrawn by the petitioner.

**A motion to table Article 7 was made by Mike Harris and seconded by Scott Bartis.**

Moderator Jim Belanger calls for a vote on the motion to table Article 7. *The motion to table Article 7 carried by card vote.*

Article 8

To transact any other business which may legally come before said meeting. No motions were made to adopt this article for discussion.

Jim Belanger then asked for a motion to adjourn, which was made by Harry Haytayan and seconded by Kathleen de Lacy.

Morton Goulder makes a commentary regarding his opinion of the budgetary shortfalls.

Brian Regan questions the foreign language curriculum and sick days for teachers.

Ken DeBenedictis responds to each.

Jim Belanger then asked for a vote on the motion to adjourn. The meeting was adjourned at 7:55 PM.

Respectfully submitted,

Suzanne Shifflet  
Hollis School District Clerk



# HOLLIS SCHOOL DISTRICT

	Actuals FY	Adopted FY	Proposed FY	BudCom Recommend
	2003-2004	2004-2005	2005-2006	FY 2005-2006
1100 REGULAR INSTRUCTION	\$3,037,294	\$3,342,804	\$3,229,177	\$3,229,177
1200 SPECIAL EDUCATION	\$876,833	\$1,175,301	\$1,446,872	\$1,446,872
1260 ESL PROGRAM	\$22,783	\$19,335	\$20,094	\$20,094
1270 GIFTED AND TALENTED	\$0	\$0	\$0	\$0
1300 VOCATIONAL EDUCATION	\$0	\$0	\$0	\$0
1400 CO-CURRICULAR	\$0	\$0	\$0	\$0
2120 GUIDANCE	\$89,886	\$103,082	\$103,596	\$103,596
2130 HEALTH	\$84,992	\$100,517	\$100,247	\$100,247
2210 IMPROVEMENT OF INSTRUCTION	\$83,302	\$112,300	\$105,200	\$105,200
2220 EDUCATIONAL MEDIA	\$150,134	\$168,157	\$161,362	\$161,362
2310 SCHOOL BOARD EXPENSE	\$96,300	\$69,200	\$137,692	\$137,692
2320 OFFICE OF SUPERINTENDENT	\$307,285	\$333,016	\$356,277	\$356,277
2400 OFFICE OF PRINCIPAL	\$367,707	\$399,637	\$424,796	\$424,796
2600 OPERATION OF PLANT	\$530,471	\$614,054	\$680,316	\$680,316
2700 TRANSPORTATION	\$235,002	\$243,041	\$248,635	\$248,635
2900 FRINGE BENEFITS	\$1,038,410	\$1,217,395	\$1,484,140	\$1,484,140
4300 ARCHITECTURE SERVICES	\$0	\$0	\$1	\$1
5100 DEBT SERVICE	\$784,633	\$732,649	\$429,861	\$429,861
5221 TRANSFER TO FOOD SERVICE	\$197,000	\$197,000	\$197,000	\$197,000
5222 TRANSFER TO SPECIAL PROJECTS	\$53,500	\$53,500	\$53,500	\$53,500
5230 TRANSFER TO CAPITAL PROJECTS	\$0	\$0	\$0	\$0
GRAND TOTALS	<u>\$7,955,532</u>	<u>\$8,880,988</u>	<u>\$9,178,767</u>	<u>\$9,178,767</u>

## HOLLIS SCHOOL DISTRICT REVENUE

	APPROVED BY DRA 2003-2004	APPROVED BY DRA 2004-2005	PROPOSED 2005-2006
REVENUE & CREDITS			
UNRESERVED FUND BALANCE	\$163,331	\$61,398	\$0
CATASTROPHIC AID	\$5,236	\$9,298	\$9,298
BUILDING AID	\$180,086	\$162,879	\$77,567
KINDERGARTEN AID	\$0	\$0	\$0
SCHOOL LUNCH	\$197,000	\$197,000	\$197,000
FEDERAL FUNDS	\$53,500	\$53,500	\$53,500
OTHER STATE/FEDERAL	\$0	\$0	\$0
OTHER LOCAL SOURCES	\$104,700	\$60,293	\$90,055
SALE OF BONDS	\$0	\$0	\$0
TRANSFER FROM CAPITAL PROJECTS FUND	\$0	\$0	\$0
EARNINGS ON INVESTMENTS	\$10,000	\$5,000	\$3,500
TOTAL REVENUE & CREDITS	\$713,853	\$549,368	\$430,920
DISTRICT ASSESSMENT	\$6,772,131	\$7,262,506	\$7,612,281
ADEQUACY AID	\$881,724	\$1,069,114	\$1,339,192
TOTAL APPROPRIATIONS	\$8,367,708	\$8,880,988	\$9,382,393

# HOLLIS SCHOOL DISTRICT

## Combined Statement of Revenues, Expenditures and Changes in Fund Balances

### All Government Fund Types

For the Fiscal Year Ended June 30, 2004

	General Fund	Special Revenue Funds	Capital Projects Funds	Total (Memorandum Only)
<u>Revenues</u>				
School District Assessment	\$ 4,380,280	\$ -	\$ -	\$ 4,380,280
Other Local	91,296	200,107	148	291,551
State	3,510,436	3,258		3,513,694
Federal		168,723		168,723
<u>Other Financing Sources</u>				
Proceeds of General Obligation Debt				
Operating Transfers In				
<u>Total Revenues and Other Financing Sources</u>	7,982,012	372,088	148	8,354,248
<u>Expenditures</u>				
Current				
Instruction	4,218,962	146,710		4,365,672
Support Services				
Student	191,829			191,829
Instructional Staff	249,938			249,938
General Administration	23,037			23,037
Executive Administration	322,687			322,687
School Administration	395,142			395,142
Operation and Maintenance of Plant	625,120			625,120
Student Transportation	236,575			236,575
Other	1,098,700			1,098,700
Non-Instructional Services		224,476		224,476
Facilities Acquisition and Construction	39,742	7,173		46,915
Debt Service	763,914			763,914
Operating Transfers Out				
<u>Total Expenditures</u>	8,165,646	378,359	0	8,544,005
<u>Excess of Revenues and Other Financing Sources Over Expenditures</u>	(183,634)	(6,271)	148	(189,757)
<u>Fund Balances - July 1</u>	262,494	44,057	749	307,300
<u>Fund Balances - June 30</u>	\$ 78,860	\$ 37,786	\$ 897	\$ 117,543

**HOLLIS SCHOOL DISTRICT**  
**ACTUAL EXPENDITURES FOR**  
**SPECIAL EDUCATION PROGRAMS AND SERVICES**  
**RSA 32:11a \***

	<b>2002-2003</b>	<b>2003-2004</b>	
<b>EXPENSES:</b>			
<b>SALARIES</b>	\$697,030	\$665,603	
<b>BENEFITS</b>	\$139,406	\$172,643	
<b>CONTRACTED SERVICES</b>	\$78,626	\$140,965	
<b>TRANSPORTATION</b>	\$10,632	\$11,115	
<b>TUITION</b>	\$101,252	\$151,545	
<b>MATERIALS</b>	\$4,356	\$2,740	
<b>EQUIPMENT</b>	\$7,924	\$10,752	
<b>SUBTOTAL</b>	<u>\$1,039,227</u>	<u>\$1,155,363</u>	
<b>REVENUE:</b>			
<b>CATASTROPHIC AID</b>	\$18,515	\$4,824	
<b>IDEA</b>	\$67,362	\$23,809	
<b>PRESCHOOL</b>	\$3,519	\$1,480	
<b>SUBTOTAL</b>	<u>\$89,396</u>	<u>\$30,112</u>	
<b>NET COST FOR</b>			
<b>SPECIAL EDUCATION</b>	<u>\$949,831</u>	<u>\$1,125,250</u>	

\* Department of Education, Bureau of Special Education requires, under separate cover, an accounting of actual expenditures by the district for special education programs and services for the previous 2 fiscal years.



**HOLLIS SCHOOL DISTRICT**  
**COMBINED BALANCE SHEET - All Fund Types and Account Group**  
**June 30, 2004**

	Governmental Fund Types			Fiduciary Fund Types	Account Group	
	General	Special Revenue	Capital Projects	Trust and Agency	General Long-Term Debt	Total
<b><u>ASSETS AND OTHER DEBITS</u></b>						
<b><u>Assets</u></b>						
Cash and Equivalents	\$200	\$42,686		\$22,831		\$65,717
Investments	401		2,392			2,793
<b><u>Receivables</u></b>						
Accounts	115					115
Intergovernmental		125,612				125,612
Interfund Receivable	103,770	16,465				120,235
<b><u>Other Debits</u></b>						
Amount to be Provided						
for Retirement of						
General Long-Term Debt					2,653,870	2,653,870
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>\$104,486</b>	<b>\$184,763</b>	<b>\$2,392</b>	<b>\$22,831</b>	<b>\$2,653,870</b>	<b>\$2,968,342</b>
<b><u>LIABILITIES AND FUND EQUITY</u></b>						
<b><u>Liabilities</u></b>						
Accounts Payables	25,600	9,591				35,191
Accrued Payroll and Benefits		118,740	1,495			120,235
Intergovernmental Payable				22,831		22,831
Interfund Payable	26	18,646				18,672
Due to Student Groups						0
Compensated Absences Payable					160,000	160,000
General Obligation Debt Payable					2,493,870	2,493,870
<b>Total Liabilities</b>	<b>25,626</b>	<b>146,977</b>	<b>1,495</b>	<b>22,831</b>	<b>2,653,870</b>	<b>2,850,799</b>
<b><u>Equity</u></b>						
<b><u>Fund Balances</u></b>						
Reserved for Encumbrances	17,460					17,460
Reserved for Endowments						0
Reserved for Special Purposes			897			897
<b><u>Unreserved</u></b>						
Designated for Special Purposes		37,786				37,786
Undesignated	61,400					61,400
<b>Total Equity</b>	<b>78,860</b>	<b>37,786</b>	<b>897</b>	<b>0</b>	<b>0</b>	<b>117,543</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$104,486</b>	<b>\$184,763</b>	<b>\$2,392</b>	<b>\$22,831</b>	<b>\$2,653,870</b>	<b>\$2,968,342</b>

CERTIFICATE: This is to certify that the information contained in this report was taken from the official records and is complete and correct to the best of my knowledge and belief. The accounts are kept in accordance with Section 17 of Chapter 71-A of the Revised Statutes Annotated and regulation Chapter Rev 1100, Financial Accounting for Local Education Agencies on file with the Administrative Procedures Act, and upon forms prescribed by the Department of Revenue Administration.

Douglas Cleveland	Kathleen de Lacy	Harry Haytayan
Janet Listowich	Anita Moy nihan	
Kenneth L. DeBenedictis, Ed.D., Superintendent		

# HOLLIS SCHOOL DISTRICT TEACHER ROSTER

NAME		EXPERIENCE	ASSIGNMENT	COLLEGE	DEGREE
Gail	Paludi	31	Principal, Hollis Primary	SUNY, Pottsdam	M.S.
				Nova Southeastern Univ.	Ed.D.
Susan	Astone	25	Asst. Principal/Special Ed.	Notre Dame College	M.Ed.
			Coord. - Hollis Primary	Plymouth State	CAGS
Carol	Thibaudeau	24	Principal, Hollis Upper	Notre Dame College	M.S.
Candice	Fowler	14	Asst. Principal/Special Ed.	Antioch New England	M.Ed.
			Coord. - Hollis Upper		
Karen	Amber	10	Grade 5	Rivier	M.Ed.
Allison	Annand	16	Kindergarten	Wheelock College	B.S.
Gail	Ansaldo	16	School Nurse	Keene State	B.A.
Gregory	Ashley	18	Grade 3	Antioch New England	M.Ed.
Pamela	Banks	20	Speech/Language Pathologist	U. Conn.	M.A.
Mary Lee	Barnard	10	Guidance	Rivier	M.Ed.
Cheri	Birch	3	Environmental science	Univ. Maine, Orono	B.S.
Richard	Bothmer		Environmental science	North Texas State	M.Ed.
Susan	Caron	18	Grade 5	Fitchburg	B.S.
Lisa	Cassedy	7	Grade 4	UNH	M.Ed.
Lesha	Colthart	19	Music	Western Conn. State	B.S.
Susan	Connelly	11	Grade 5	NYU	M.A.
Patricia	Connolly	14	Reading	Plymouth State	M.Ed.
Carol	Cornell-Smith	6	Grade 2	Castleton	B.A.
Mary-Elizabeth	Cregan	4	Grade 2	Framingham State	B.S.
Elizabeth (Penny)	Currier	7	Grade 2	UNH	M.Ed.
Shailagh	Curry	4	Grade 4	UNH	M.Ed.
Raymond	Daneau	9	Guidance	Boston Univ.	M.Ed.
Karen	Fischer	3	Grade 6	SUNY, New Paltz	M.S.T.
Robin	Fitton	11	Speech/Language Pathologist	B.U. and Lesley	M.S.
Patricia	Flynn	8	Grade 4	Notre Dame College	M.Ed.
Joan	Fuller	12	Reading	Boston Univ.	Ed.M.
Brenda	Golia	8	Special Education	Plymouth State	M.Ed.
Nichole	Gott	3	Music	Univ. Maine, Orono	B.M.Ed.
Gladys	Guzman	21	Spanish	Univ. Evangelica Boliviana	B.S.
Ethelind (Lindy)	Hanninen	20	Grade 4	Antioch New England	M.Ed.
Susan	Hoyt	9	Grade 6	American Intl. College	M.Ed.
Carole	Jackson	30	Grade 2	Worcester State	M.Ed.
Dennis	Kane	25	Kindergarten	Fitchburg State	M.Ed.
Christine	Kelley	9	Special Education	Framingham State	B.S.
Karen	Kelley	26	Math-Science Supervisor	Antioch New England	M.Ed.
Eileen	Kidder	8	Grade 3	UNH	M.Ed.
Patricia	Kittredge	29	Grade 1	Suffolk Univ.	B.A.
Nancy	Kring-Burns	10	Special Education	Simmons	M.S.
Ellen	Lencsak	10	School Nurse	Rockland C.C.	R.N.
Priscilla	Levasseur	31	Grade 1	Rivier	M.Ed.
Sandra	Lindquist	10	Spanish	Andrews Univ.	B.A.
Cheryl	Linscott	34	Grade 4	Plymouth State	M.A.



# HOLLIS SCHOOL DISTRICT TEACHER ROSTER

NAME		EXPERIENCE	ASSIGNMENT	COLLEGE	DEGREE
Lynn	Lutz	16	School Psychologist/SAIF	Rivier	CAGS
Susan	Manigan	30	Grade 2	Fitchburg State	M.Ed.
Betty	Marshall	6	Special Education	Rivier	M.Ed.
Sandra	Martel	7	Grade 1	San Diego State	M.A.
Mary	Martin	17	Special Education	Simmons	M.A.T.
M. Frances	McBee	15	ESL Specialist	Notre Dame College	M.A.
Danielle	Mock	1	Grade 3	Wheelock College	B.S.
Susan	Morelli	24	Speech/Language Pathologist	Northeastern	M.S.
Mary Jo	Naber	14	Grade 1	Towson Univ.	B.S.
Heather	Nelson	8	Reading	SUNY, Oneonta	B.A.
Jody	Nelson	23	Grade 3	Univ. Wisconsin	M.S.
Brenda	Nickerson	10	Grade 4	Lesley	M.Ed.
Mary Lou	Noonan	15	Grade 5	Kean College	B.A.
David	Olszewski	19	Physical Education	Rivier	M.Ed.
William	Olszewski	6	Occupational Therapy	UNH	B.S.
Linda	Pellerin	31	Grade 5	Notre Dame College	M.Ed.
Marian	Pickowicz	16	Reading Specialist	North Adams State	B.S.
Lorraine	Plourde	9	Computer	Notre Dame College	B.A.
Alexander	Pope	4	Art	UNH	M.A.T.
Amy	Prokop	5	Grade 6	Lesley Univ.	M.A.
Sarah	Proulx	4	Grade 3	UNH	M.Ed.
Ofelia	Range	3	Grade 6	U. Conn.	M.A.
Amye	Renaud	4	Grade 2	Rivier	B.A.
Gail	Rogers	11	Computer	Cambridge College	M.A.
Leslie	Russell	19	Art	RI School of Design	M.A.
Judith	Schibanoff	12	Media/Library	So. Conn. State	B.L.S.
Mary Ann	Smith	25	Grade 2	Antioch New England	M.Ed.
Julie	Somorrostro	2	Grade 3	Roanoke College	B.A.
Elizabeth	Thorpe	8	Instrumental Music	U. Lowell	M. Music
Linda	Walsh	22	Language Arts Supervisor	U. Conn	M.A.T.
David	Ward	28	Grade 3	U. Mass., Boston	B.A.
Amy	Warren	2	Grade 6	UNH	B.A.
Melanie	White	3	Grade 5	UNH	M.Ed.
Thomas	Williamson	11	Physical Education	Springfield College	B.S.
Amy	Young	11	Kindergarten	Boston Univ.	M.Ed.
Mary Ann	Zagami	4	Grade 1	UNH	M.Ed.
Amy	Ziminsky	24	Grade 1	Antioch New England	M.A.
Ellen	Zorawowicz	22	Media/Library	Citadel	M.Ed.
Elaine	Fallon	13	Kindergarten	Keene State	B.S.Ed.

**Hollis Elementary School Community  
Administrative Team Report  
2004 – 2005**

**Hollis Primary School**  
36 Silver Lake Road

**Hollis Upper Elementary School**  
12 Drury Lane

Respectfully submitted by Gail Paludi, Carol Thibaudeau, Candice Fowler, and Susan Astone

*‘Let us think of education as the means of developing our greater abilities, because in each of us there is a private hope and dream, which, fulfilled, can be translated into benefit for everyone and greater strength for our nation.’ – John F. Kennedy*

As you read about school curricula, student and staff accomplishments, and some of the exciting events that support our efforts to engage and challenge Hollis Elementary School students, it is our hope that we will successfully communicate our “positive spirit” for education to you.

**Administration**

Our school district has again reorganized its Administrative Team this year to further support students, parents, and staff. Each school now has its own principal and assistant principal/special education coordinator. Our school community has also embraced the *FISH* philosophy which reminds us ‘that if our quest for ideal work focuses us on the future, we will miss the amazingly wonderful life that is available today, in this moment.’ Its four basic tenets are: Choose Your Attitude, Be There, Play, and Make Their Day.

**Academics**

We continue to offer a strong academic program with an emphasis on effectively meeting the range of student needs in all classes. This year’s academic program goals are structured to strengthen best practices in curriculum instruction by utilizing the following: Language Arts-flexible guided reading groups, daily spelling and phonics lessons, application of spelling strategies in writing, Math-flexible grouping to provide challenge for students at their level, Science-hands-on inquiry based lessons, increased science time through integration of reading, writing, and technology. The adoption of new programs has also played a key role in many subject areas. In grades K -2, the *Fountas & Pinnell* Phonics Program was selected and the *Sitton* spelling program was implemented for grades 4-6. Currently, a committee is working to adopt a new core literacy series. In addition, a part-time Reading Specialist was acquired at HUES to support students and teachers. Committees are also working on Report Card revisions and the creation of a Recycling program.

Students participate in a variety of academic testing experiences throughout the year. We utilize this information to evaluate programs, make curriculum changes, identify areas of focus, and monitor areas that are successful. We continue to benchmark reading levels for each grade and incorporate Reading Recovery methods to identify children in need of reading support. The 5<sup>th</sup> grade Terra Nova results indicated that our students performed well above the national average with 81% of our students scoring in the top third of the nation. The New England Common Assessment Program (NECAP) which was piloted in our state this year, tested 3<sup>rd</sup> through 6<sup>th</sup> graders in the areas of math and reading to comply with the new assessment regulations set forth in the No Child Left Behind Act. Our 4<sup>th</sup> grade has been selected by the Department of Education to participate in the National Assessment of Educational Progress (NAEP) which is often referred to as “*The Nation’s Report Card*.” Although neither the NECAP nor the NAEP will report results this year, we are excited to participate in these valuable programs for our state and nation.

**Activities**

Opportunities to broaden student horizons, learn new skills, and have fun include: yearbook committee, track, band, ski program, x-country skiing, chess club, lunch-time concert series, Destination Imagination, First Lego League, café assistants program, field trips, Portfolio Day, Parks & Recreation team sports, Reading Camp, strings program, recess options, 6<sup>th</sup> grade environmental camp, NE Mathematics League Competition, Spelling Bee, PTA Reflections Program, Jump Rope for the Heart, Senior Luncheons, and the Presidential Physical Fitness Program. Our PTA continues to strongly support HPS and HUES by sponsoring many enriching activities/assemblies. Last spring, HUES was the lucky recipient of a PTA-funded athletic track and an exciting Artist-in-Residence program.



### Special Awards

Throughout the year, we take time to celebrate those who distinguish our schools as successful hallmarks of excellence. This year, we honor Brenda Nickerson, 4<sup>th</sup> grade teacher, as the 2004 recipient of the *Fulbright Memorial Teacher Fund Program*. In October, Brenda traveled to Tokyo, Japan, with educators from around the world in an effort to promote greater intercultural understanding between nations.

### **Staffing Changes**

We are pleased to welcome the following new staff members to our community:

Susane Astone - HPS  
Assistant Principal/Special Education Coordinator

Nicole Gott - HPS  
Music Teacher

Danielle Mock  
Grade 3 Teacher

Ann Robinson - HPS  
Special Education Paraprofessional

Mary Dumont - HPS  
Special Education Paraprofessional

Doreen Fischer - HPS  
Special Education Paraprofessional

Betsy Keegan  
Grade 6 Teacher

Stephanie Thamer - HUES  
Special Education Paraprofessional

Shailagh Curry  
Grade 4 Teacher

Nancy Kring-Burns  
Special Education Teacher - Grade 6

Meghan Bamford  
Reading Specialist - HUES

Paula Babel  
Special Education Paraprofessional

Linda Casazza - HUES  
Instructional Paraprofessional

Sandra Doherty  
Classroom Assistant - Grade 6

Christine Greissiger  
Classroom Assistant - Grade 6

Pat Krebs  
Classroom Assistant

Lee Ann Catalano  
Food Service - HUES

The following staff members have changed positions at our schools:

Julie Somorrostro  
Grade 3 Teacher

Beth Cregan  
Grade 2 Teacher

Candice Fowler - HUES  
Assistant Principal/Special Education Coordinator

Karen Kelley  
Math/Science Supervisor

## A Message from the Superintendent of Schools,

Dear Parents and Residents,

It is with considerable pride and pleasure that I submit this report for your review. The Hollis Brookline Schools have enjoyed another year of success in academics, performance, athletics and demonstration. Our students excel because of the successful school community relationship that we enjoy. Parents are as visible in our schools as students and are involved because they are welcomed and valued. They provide resources that make differences and collaboratively join with staff to promote programs providing for the wide range of learner needs.

Our administrators in all six schools are highly skilled in supporting teachers as they work towards district wide goals and objectives and report monthly to School Boards on progress we are making. Our teaching staff is focused on student need and differentiates instruction to help all children grow and develop. Professional development is aligned with instructional improvement and connects with curriculum expectations, which are tied to state frameworks and national recommendations.

The Annual District Report, which is included as an insert in the March 4<sup>th</sup> Hollis Brookline Journal, is available at all District Meetings as well as the Town Halls of Hollis and Brookline, describes the statewide and national success of our students. Our performance consistently places us at the highest statewide levels and demonstrates that we very favorably compare with the most demanding school districts. Our frequent student performances showcase talents and skills and are enthusiastically appreciated by the community. Our athletic successes are widely reported in the media and acknowledge that we can compete in all sports in our statewide divisions.

A goal of our district is not to rest on our successes, but to identify opportunities to improve. You will find a number of initiatives at each school site to do just that. The School Boards and administrators annually goal set to improve performance for all and identify goals and action plans to follow. We carefully monitor progress, gather data to analyze and modify direction as appropriate. This cycle keeps us focused, with continuous progress and best classroom practice as major objectives.

As you know from earlier announcements, I will be retiring as Superintendent of Schools at the close of the 2004-05 school year. I have thoroughly enjoyed my ten years in Hollis Brookline. We have much to be proud of with a solid foundation in place for my successor to continue. I will sorely miss my connections with so many supportive parents, residents, professional and support staff and School Board members and will especially miss the joy of watching our children grow. I thank you for the ten year experience and anticipate that our schools will continue the pursuit of excellence for all.

Sincerely,

*Kenneth L. DeBenedictis, Ed.D.*  
Superintendent of Schools

## REPORT OF THE DIRECTOR OF CURRICULUM AND INSTRUCTION

Another year is speeding by, and I find it hard to believe that I am already writing my fourth annual report to the citizens of Brookline and Hollis. This year, we have begun to explore curriculum mapping, a process of documenting curriculum and—literally—mapping out where there are holes in the curriculum, and where redundancies occur. This sounds like a simple process, but it is far from that. Three types of data are collected in curriculum mapping: a description of the content being taught; a description of the processes and skills emphasized; and the nature of the assessment the student produces as evidence of growth. (*Mapping the Big Picture*, Heidi Hayes Jacobs). By looking at students' learning experiences throughout their years in our schools, we can provide more effective transitions not only within individual schools but also among all schools across SAU 41.

The New Hampshire Chapter of the Association for Supervision and Curriculum Development (ASCD) has sponsored a series of conferences on curriculum mapping, led by Heidi Hayes Jacobs, the leading national expert in this area. I am pleased to say that a team of teachers and administrators from all schools within our districts, including myself, are participating in this series. I expect that the knowledge and the skills we will gain from this experience will pay substantial dividends for our school districts in the next several years.

Our attention to professional development and to assessment practices continues at a strong pace. We know that the districts perform well on state and national tests, and that we need to continue to pay attention to these tests. At the same time, our emphasis on differentiated instruction has increased expertise among our faculty about classroom assessments that can help inform our instructional practices. Often, student assessment is thought of as those activities (like tests and quizzes) that help measure final achievement and to give a grade, but we have expanded our vision of assessment so that we can ascertain student progress DURING the instructional process, and not simply at the end of that process.

What we are gathering is a tremendous amount of data, but with limited capacity to organize and analyze that data, to use it to identify strengths and weaknesses or to improve our instructional programs. We have begun investigating various "data warehouse" software programs that will assist us in this process. I am very excited about the prospect of improving our ability to use data to inform our decision making. While most educators use very sound professional judgment about decisions in the best interest of individual students, we are less expert in gathering and analyzing data for making instructional program decisions. Appropriate data, properly analyzed, will supplement and complement the resident professional judgments that our faculty and administration make every day.

We have also been examining issues of gender equity. While for years it was felt that female students were shortchanged in our schools, and programs were developed to improve the achievement of our girls, it is now of concern that the balance has swung in the other direction, and boys are now suffering an achievement gap. The national evidence is that, at least through high school (and increasingly in colleges) there are only small differences now between boys and girls in mathematics, and girls are increasing the achievement gap over boys in language arts. Even a preliminary review of Hollis and Brookline students reveals congruence with national research findings. While there are no differences of note in achievement and leadership through the eighth grade, differences begin to emerge in ninth grade, and by the end of high school, girls dominate in both academic achievement and in leadership positions. Our goal is NOT to reduce any of our efforts in the education of our girls, of whom we are very proud, but to increase our understanding of the needs of boys, and to encourage their continued growth and potential.

I want to pause and thank four retiring administrators who have given much to our districts. Elizabeth Eaton, Principal of the Richard Maghakian Memorial School, is a talented educator who has devoted her entire career to the students of Brookline. Liz's warmth and caring will be sorely missed. Charles Flahive has served as Principal of the Hollis Brookline Cooperative High School for the past three years. Charlie has provided wisdom and guidance from his many years as a professional educator, and I have been thankful for his support. Richard Mehlhorn, SAU 41 Network Administrator, has led our districts into the twenty first century with his vision for technology. Dick has always been available when we have needed help; and he has been unfailingly patient and generous with his time. Finally, our Superintendent, Dr. Kenneth DeBenedictis, is also retiring. Ken has provided strong leadership for our districts for many years. His focus on student achievement, on curriculum development, and quality education for all students has been exemplary. I have valued Ken's support and leadership, and I am grateful that he gave me the opportunity to come to Hollis and Brookline, and that he has been consistently supportive of our curriculum work.

A commitment to excellence for our students requires the dedication of many people: faculty, staff, administrators, parents, school board members, and the community. There is bountiful evidence of this commitment to excellence, and I see this evidence everyday. I am appreciative to all who contribute to the powerful educational opportunities available to students in our school districts.

Respectfully submitted, Carol A. Mace, M.Ed., C.A.G.S.  
Director of Curriculum and Instruction



## **Report of the Director of Special Education**

The special education departments across SAU 41 have continued staff training on systematic remedial programs in reading, mathematics, language arts and study skills. To further address a greater diversity of student needs, the department is most pleased to also announce the beginning of a Life Skills Program at our high school this year. The program is likewise projected for further development in 2005/06 as well as expansion to the middle school level.

Congruent with the federal mandates of IDEA '97 and the New Hampshire Rules for the Education of Handicapped Students, School Administrative Unit (SAU) #41 coordinates a diversity of special education programs and related services to meet the unique needs of educationally identified students throughout Hollis and Brookline. This year the department is providing services for 289 students K-12 which constitutes approximately 10.6% of the total SAU41 student body. Department staff also serve a number of preschool children ages 3-Kindergarten as well as an additional 154 students (K-12) under Section 504 of the Rehabilitation Act of 1973.

The predominant goal of special education is to assure all children have an "appropriate educational experience." This means that when students have significant deficits in the learning process, resulting in significantly delayed achievement relative to their grade level, the school system provides a diversity of services to address those factors adversely impacting a student's academic performance. Such factors or educational deficits include specific learning disabilities in: reading decoding, reading comprehension, listening comprehension, written and oral expression, math reasoning and calculation as well as speech and language skills. Orthopedic, emotional and health confounds are also addressed by the department when they significantly impact the learning process.

Special education interventions are twofold: remedial services to enhance growth in the child's deficit area(s) and compensatory services to facilitate the student's successful engagement with his/her regular classroom instruction. For example, if a student has significant difficulty learning to read, the special services personnel provide both reading programs to enhance the child's reading skills as well as assistance to classroom experiences so that his/her acquisition of knowledge taught in the regular classes is not prevented by their learning difficulties. Parents and staff meet periodically to document and review student progress relative to their annual goals as outlined in the individual's specific education plan.

The special education process involves numerous formal meetings accompanied by an extensive number of documents to assure the adherence to federal and state regulations. The department staff continue their success with the highest level of compliance with all state documents and procedural safeguards. As a result, each district has received its maximum entitlement for federal funds.

The special education budgets reflect all expenditures for in-district programs and related service therapies including staff salaries, instructional materials, evaluation and placement services, out-of-district tuition and specialized transportation costs. Some revenues are received annually to assist our districts in providing these specialized instructional programs. For the fiscal year 2004/05, SAU 41 districts will receive approximately \$400,000 in federal IDEA funds and \$61,000 in NH Catastrophic aid reimbursement.

All SAU 41 special education staff are highly qualified and dedicated professionals who find great pleasure in servicing the children and families of the Hollis and Brookline communities.

Respectfully submitted,  
Robert R. Kelly, MA



## **Report of the Business Administrator**

School Administrative Unit #41, consisting of Brookline, Hollis and Hollis/Brookline Cooperative School Districts, has experienced another educationally successful year. As past history has taught us, when you have successful schools, growth is promoted in student and community populations. Consequently, we are no exception. We continue to grow, as do our operating budgets and physical facilities. We must provide the best we can to carry on the mission of our schools. Through responsibly fiscal controls, our SAU staff have contributed to these successes by providing detailed budget development to all boards and community, extremely successful audits of all school finances in Brookline, Hollis, the Cooperative and SAU #41, sound business practices and financial management of physical plant construction, renovation and more on-going streamlining of our food service program.

I continue to thank our hard-working professional and support staff and dedicated school boards, without whom our successes would not have been possible. Our districts continue to grow, as will our staff, in order to keep up with challenging financial charges. I would like to thank the communities of Brookline and Hollis for their continued support to make our schools places where the children of both communities receive an excellent education and prepare themselves to take their places in society as responsible, educated citizens.

Lee Ann Blastos  
Business Administrator



**HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT ANNUAL REPORT**  
**for the Year Ending June 30, 2004**

**School Officers**  
**Hollis Brookline Cooperative School Board**

Mrs. Pamela Kirby, Chair		Term Expires 2007
Mr. Timothy Bevins		Term Expires 2005
Mr. James McBride		Term Expires 2005
Mr. Thomas Enright		Term Expires 2006
Mrs. Betty B. Hall		Term Expires 2006
Mr. Stephen Simons		Term Expires 2007
Mrs. Anne Dumas		Term Expires 2007
Mr. James Bélanger	Moderator	Term Expires 2007
Mrs. Julie Simons	Treasurer	Appointed 2001
Mrs. Teresa Noel	Clerk	Appointed 2004

**Hollis Brookline Cooperative Budget Committee**

Mr. Forrest Milkowski, Chair	Term Expires 2005
Mr. William Matthews	Term Expires 2005
Mr. Timothy Hale	Term Expires 2006
Mr. Raymond Valle	Term Expires 2006
Mr. Richard Bensinger	Term Expires 2007
Mr. Gregory d'Arbonne	Term Expires 2007
Mr. Lorin Rydstrom	Term Expires 2007

**SAU #41 Administration**

Dr. Kenneth L. DeBenedictis	Superintendent of Schools
Ms. Carol A. Mace	Director of Curriculum and Instruction
Mrs. Lee Ann Blastos	Business Administrator
Mr. Robert R. Kelly	Director of Special Education

**Hollis Brookline Middle School**

Mrs. Patricia Lewis Goyette, Principal  
Miss Kimberly Rizzo, Assistant Principal

**Hollis Brookline High School**

Mr. Charles Flahive, Principal  
Mr. Robert Ouellette, Assistant Principal  
Mr. Richard Manley, Assistant Principal

**HOLLIS/BROOKLINE COOPERATIVE SCHOOL DISTRICT WARRANT**  
**The State of New Hampshire**

To the inhabitants of the Hollis/Brookline Cooperative School District in the Towns of Hollis and Brookline in the County of Hillsborough, State of New Hampshire qualified to vote in District Affairs.

YOU ARE HEREBY NOTIFIED TO MEET AT THE HOLLIS BROOKLINE HIGH SCHOOL GYMNASIUM IN SAID DISTRICT ON THE SIXTEENTH DAY OF MARCH, 2005, AT SEVEN O'CLOCK IN THE EVENING TO ACT UPON THE FOLLOWING SUBJECTS.

*Due to printing deadlines, and the fact that the deadline for petition warrant articles had not occurred by these deadlines, the Warrant will not be published in the Town Report this year.*

*The completed Warrant and Budget will be distributed at the Cooperative's District Meeting as well as posted in the Cooperative District Schools.*

Pamela Kirby, Chair  
Timothy Bevins  
Thomas Enright  
Betty B. Hall  
James McBride  
Stephen Simons  
SCHOOL BOARD



# **SCHOOL WARRANT**

The State of New Hampshire

Polls Open at 7:00 AM - Will not close before 7:00 PM (HOLLIS)  
Polls Open at 7:00 AM - Will not close before 7:30 PM (BROOKLINE)

To the inhabitants of the Hollis/Brookline Cooperative School District in the Towns of Hollis and Brookline  
qualified to vote in District Affairs.

**YOU ARE HEREBY NOTIFIED TO MEET AT THE HOLLIS BROOKLINE HIGH SCHOOL (HOLLIS)  
AND CAPT. SAMUEL DOUGLASS ACADEMY (BROOKLINE) IN SAID DISTRICT ON THE EIGHTH  
DAY OF MARCH, 2005 AT SEVEN O'CLOCK AND SEVEN O'CLOCK IN THE MORNING,  
RESPECTIVELY, TO ACT UPON THE FOLLOWING SUBJECTS.**

1. To choose one member of the School Board (from Hollis) for the ensuing three years.
2. To choose one member of the School Board (from Brookline) for the ensuing three years.
3. To choose one Budget Committee Member (from Hollis) for the ensuing three years.
4. To choose one Budget Committee Member (from Brookline) for the ensuing three years.

Given under our hands and seals at said Hollis, New Hampshire on this tenth day of February, 2005.

Pamela Kirby, Chair  
Timothy Bevins  
Thomas Enright  
Betty B. Hall  
James McBride  
Stephen Simons  
SCHOOL BOARD

A true copy of the warrant - Attest:

Pamela Kirby, Chair  
Timothy Bevins  
Thomas Enright  
Betty B. Hall  
James McBride  
Stephen Simons  
SCHOOL BOARD

# **Hollis/Brookline Cooperative School District Annual Meeting**

**Hollis/Brookline High School**

**March 3, 2004**

**7:00pm**

## Hollis/Brookline Cooperative School District Board Members

Lou-Ann Parodi, Chair  
Timothy Bevins  
Thomas Enright  
Betty B. Hall  
Pamela Kirby  
James McBride  
Stephen Simons

## Hollis/Brookline Cooperative School District Budget Committee Members

Bill Matthews, Chair  
Doug Cecil  
Tom Enright  
Dave Golden  
Tim Hale  
Forrest Milkowski  
Ray Valle

## Hollis/Brookline Cooperative School District Moderator

Jim Belanger

Ken DeBenedictis, Superintendent of Schools  
Charles Flahive, Principal, Hollis-Brookline High School  
Pat Goyette, Principal, Hollis-Brookline Middle School  
Lee-Ann Blastos, Business Administrator  
Carol Mace, Director of Curriculum and Instruction  
Teresa Noel, School District Clerk

Moderator Belanger called the meeting to order at 7:00 pm.

The Pledge of Allegiance was led by Moderator Belanger and recited by the voters.

The National Anthem was sung by Eric Brassard, Ross Matthei, Kara Maloney, and Jessica Tomer.

The Moderator introduced the State Representatives: Tom Arnold, Dick Drisko, Carolyn Gargas, and Harry Haytayan

The Moderator welcomed the veterans and thanked them for their service to our country.

The Moderator introduced the Asst. Moderators: Dr Jim Squires, Mike Askenaizer, and Andy Seremeth.  
Moderator Belanger gave overview of the meeting and outlined the format he would follow.

The Moderator introduced NH State Senator Jane O'Hearn who gave a two-minute speech.

Lou-Ann Parodi introduced the Cooperative School Board members and recognized all members of the SAU Line.  
She recognized several committees and administrators as well.

Bill Matthews, Budget Committee Chair, introduced the members of the Budget Committee.

Superintendent Ken DeBenedictis introduced the Administrative Team.

Moderator Belanger explained that Article #1 will be voted upon on March 9.

Moderator Belanger explained the additional Articles and the positions of the Cooperative School Board, the Cooperative Budget Committee as well as the Hollis Budget Committee and the Brookline Finance Committee.

Moderator Belanger explained the outline of the meeting and the timetable associated with it. Because of the equity question affecting how the voters at the district meeting will vote on the bond article, Article 7 should be settled first. He explained that before deciding on one of the three bond articles, the voters need to hear all three. If the voters settle the equity issue by settling Article #7 first, Article 14 will be removed from discussion. If Article 4 passes, articles 2 and 3 will be removed.

Moderator Belanger explained that the rearrangement of the order of which the Articles are brought to the floor is necessary. There was an agreement from the petitioners of Articles 2 and 3 to table them after they presented.

Lou-Ann Parodi moved to take up Article 2 after Article 7. Seconded by Steve Simons. *The motion carried by card vote.*

Lou-Ann Parodi moved to take up Article 3 after Article 2. Seconded by Steve Simons. *The motion carried by card vote.*

Lou-Ann Parodi moved to take up Article 4 after Article 3. Seconded by Steve Simons. *The motion carried by card vote.*

Lou-Ann Parodi moved to take up Article 7 first. Seconded by Steve Simons. *The motion carried by card vote.*

Lou-Ann Parodi moved to waive the reading of Article 7. Seconded by Steve Simons. *The motion carried by card vote.*

#### Article 7

To see if the school district will vote to amend the Articles of Agreement of the Hollis Brookline Cooperative School District to include an additional article, Article 15, as follows:

*To see if the school district will vote to amend the Articles of Agreement of the Hollis-Brookline Cooperative School District to add Article # 15 relating to the procedure that would be implemented in the event that the district desires to accomplish a reduction in the number of grades for which the district is responsible to provide educational services. If adopted the following would be added to the Articles of Agreement as Article # 15:*

The school board supports this article. The budget committee has not taken a position on this article.

#### ARTICLE 15

##### PROCEDURE FOR THE IMPLEMENTATION OF A REDUCTION IN GRADE

Pursuant to RSA 195:16-a, the Hollis-Brookline Cooperative District hereby provides that a reduction in grades from 7-12 to 9-12 may be accomplished by the district in the following manner:

##### A. Initial Vote

The initial vote concerning the question of reduction in grades may be placed on the Warrant at any annual meeting of the district by any lawful means, which vote will determine whether the district wishes to initiate the process that will lead to a vote at the next annual or special district meeting to actually implement the reduction in grades. The Hollis Brookline Cooperative School Board will make the decision about whether the initial vote will occur at the Annual District Meeting or a special district meeting. This initial vote will require the steps identified below to be undertaken, all of which must be complied with prior to any final vote to accomplish the reduction in grades.



## B. Formation of the Grade Reduction Committee

In the event of an affirmative vote by a simple majority of those present and voting at the annual district meeting considering the initial vote, the Board of the Hollis-Brookline Cooperative School District shall organize within 30 days a study committee which shall be known as the Grade Reduction Committee, consisting of eleven (11) members, selected in the following manner

The Hollis-Brookline Cooperative School District Board shall appoint two (2) active members of the Hollis-Brookline Cooperative School District, (one being a member of the Cooperative School Board from Hollis and the other being a member from Brookline); and,

The Hollis School Board shall appoint two (2) representatives of the Hollis School Board; and,

The Brookline School Board shall appoint two (2) representatives of the Brookline School Board; and,

The respective Boards of Selectmen from the Towns of Hollis and Brookline shall appoint one (1) representative of their respective boards; and,

The Hollis Budget Committee, the Brookline Finance Committee, and the Hollis Brookline Cooperative Budget Committee shall appoint one representative of their respective boards.

## C. Duties of the Grade Reduction Committee

1. Formulation and Content of Plan The Grade Reduction Committee shall be responsible to study the process of grade reduction and formulate a plan for grade reduction that will provide for a plan relating to both financial and educational considerations which shall include the following:
  - a. An educational plan containing the manner in which the provision of educational services to the 7<sup>th</sup> and 8<sup>th</sup> grade students of the Hollis and Brookline School Districts will be carried out if the reduction in grades ultimately occurs, including, without limitation, a timetable for the implementation of the educational plan; and,
  - b. Identification of the facilities in which the provision of these services will occur; and,
  - c. A financial plan containing the proposal for any distribution of assets and transfer of property that may be necessary to facilitate the provision of said educational services, including any adjustments that may be necessary to arrive at a fair and equitable distribution of assets and property jointly enhanced or acquired, including, without limitation, a timetable for the implementation of said financial plan.
2. Information Requirements: When considering the three criteria listed above, the Committee shall insure that the Plan contains, without limitation, the following minimum information:
  - a. A detailed analysis of the financial consequence of the proposed grade reduction including the comparative costs of the current middle school and the proposed costs of the said program for the pre-existing districts.
  - b. A summary of the history of capital expenditures jointly funded through apportionment by the pre-existing districts since the Cooperative School District was created relative to the Hollis Brookline Middle School. This should include identification of the impact of building aid and depreciation. Capital expenditures to date (March, 2004) are:
    - 1993 High School Renovation - \$1,135,000
    - 1999 Middle School Elevator Installation - \$85,000
    - 2003 Middle School Renovation - \$390,700Capital projects after March, 2004 will be added to this analysis.



- c. A detailed education plan for the reduced grades, (7<sup>th</sup> and 8<sup>th</sup>), which assures complete compliance with all NH DOE regulations, minimum standards requirements, and any other applicable regulatory standards that would apply to those grades.
3. Plan Submission Once the Committee has completed a Plan containing the foregoing and prior to submitting the Plan to the NH Board of Education in accordance with reference C - (2), the Committee shall conduct a public hearing regarding the Plan which hearing shall allow for public input. Notice of such hearing shall be given in the same manner as any public hearing of the Hollis-Brookline Cooperative School Board provided, further, however that copies of the proposed Plan shall be made public and available to the public at the office of SAU 41, at least 14 days prior to said hearing. Following such public hearing, the Committee, within 72 hours, shall determine the final form of the Plan.
4. Time for Plan Preparation and Submission Process The Plan shall be prepared and completed, with specific planning detailed by the preexisting districts to house and educate their grades K-8 children and the public hearing shall be held, within 120 days of the date of the formation of the Committee. Upon such completion the Plan, together with changes arising from the referenced public hearing, (if any), shall be submitted to the Hollis-Brookline Cooperative School Board, for its review and approval. Following such approval, said plan shall be submitted, simultaneously, to the Hollis School Board, the Brookline School Board and the respective Boards of Selectmen of the Towns of Hollis and Brookline, the State Board of Education, the Hollis Brookline Cooperative School District Budget Committee, Hollis Budget Committee, and Brookline Finance Committee.

#### D. Presentation of Plan for Final Vote to Legislative Body

1. The Grade Reduction Committee shall present the completed Plan to the Hollis-Brookline Cooperative School Board which shall then prepare and present a warrant article for the approval of an annual or special district meeting seeking ratification of the Plan. While the Plan shall be considered at deliberation at said meeting, it shall not be capable of modification. The purpose of the final vote will be solely to determine whether, based on the information and particulars of the Plan as prepared, the voters of the Cooperative School District wish to proceed with the contemplated reduction in grades. Nothing herein shall prevent the meeting from returning this plan to the Grade Reduction Committee for further study, assuming that votes were not approved for adjournment or to restrict reconsideration, and that a vote to continue the meeting is approved.
2. Upon final approval by the annual or special district meeting, the grade reduction plan shall be submitted to the NH Board of Education for its approval. If the Plan as presented does not meet the approval of the NH Board of Education, the Grade Reduction Committee shall continue to work with the State Board to arrive at a suitable and agreeable plan which receives the eventual approval of the NH Board of Education.
3. If such final vote is in the affirmative, the Plan shall be implemented according to the timetables and conditions contained therein.

#### E. Amendment of This Article

In spite of the fact that only a simple majority vote is necessary to adopt the within article as an amendment to the Articles of Agreement, and notwithstanding any other language to the contrary in these Articles of Agreement, when and if the within Article concerning a reduction in grades is adopted, no modification or amendment of the same shall be implemented without securing a supermajority of favorable votes of 2/3 of those present and voting on such amendment.

Article 7 was moved by Lou-Ann Parodi and seconded by Steve Simons.

Tim Bevins presented Article 7 and stated that the biggest reason for doing this was because of the Deed to the "brick building" stating that it would revert back to the town of Hollis if it were not used for two consecutive years for the purpose of a Cooperative Building. Tim also explains that there was a change in wording in Article 7, E.

"All portions of this article can be amended by a simple majority except for those portions developed under C.1.c (the financial plan) which will require a supermajority vote of 2/3 of those present and voting on such amendment." Discussion ensued.

Forrest Milkowski proposed an amendment to Article 7 section C.2.b. to insert "but not limited to" right after "(March, 2004) are:" Seconded by Webb Scales.

Moderator Jim Belanger asked if there was a discussion on the amendment and called for a vote. *The motion carried by card vote.*

Forrest Milkowski made a motion to revert to original language, which requires a 2/3 vote to amend anything in this article in the future. Seconded by Sharon Reinhurd. Discussion ensued.

Moderator Jim Belanger asked if there were any more questions and called for a vote on the motion. *The motion defeated by card vote. Language handed out at meeting was adopted.*

Hollis Budget Committee Chairman, Mike Harris, gave a presentation on Article 7. Discussion ensued.

Webb Scales made a motion to modify Section E of Article 7, the new language handed out at beginning of meeting, to read "Those portions developed under section C.1.c. (the finance plan) which will require a supermajority vote of 2/3 of those present and voting on such amendment." Seconded by Eric Pauer. Moderator Jim Belanger asked for any discussion and calls for a vote on the amendment. *The motion carried by card vote.*

Moderator Jim Belanger described the options available to the voters for Article 7: to table and continue discussion at a later time, stop discussion and move the question, or continue discussion of Article 7. The question was moved. *The motion carried by card vote.*

## Article 2

### Petition Warrant Article – New Coop Middle School in Hollis

To see if the Hollis-Brookline Cooperative School District will vote to raise and appropriate the sum of \$10,900,000 for site development, construction and original equipping of a new Cooperative Middle School on land, owned by the Hollis/Brookline Coop School District, in Hollis, on available land behind the current Coop High School. This sum to include fees and any items incident to and/or necessary for said construction, and said sum to be in addition to any federal, state, or private funds made available therefore, and to authorize the issuance of not more than \$10,900,000 of bonds or notes, in accordance with NH RSA 33 (Municipal Finance Act), and to authorize the Hollis-Brookline Cooperative School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; furthermore, to authorize the interest earned on the investment of these bond proceeds to be used for the above purpose. In addition, to raise and appropriate \$318,000 for the first year principal and interest payment on the bond. (Submitted by petition)

The school board does not support this appropriation. The budget committee does not support this article. A two-thirds ballot vote is required.

Tom Flaherty made a motion to bring Article 2 to floor, seconded by Eric Pauer.

Tom Flaherty gave a presentation on Article 2. Discussion ensued.

Tom Flaherty moved to table Article 2 until after Article 4, seconded by Forrest Milkowski. *The motion carried by card vote.*

Lou-Ann Parodi made a motion to restrict reconsideration of Article 7. Seconded by Tim Bevins. *The motion carried by card vote.*



### Article 3

#### Petition Warrant Article – Two COOP Middle Schools: New Middle School Brookline; Renovate Hollis

To see if the Hollis-Brookline Cooperative School District will vote to raise and appropriate the sum of \$9,769,279 for site development, construction and original equipping of a new Hollis-Brookline Cooperative Middle School on land, owned by the Brookline School District and transferred to the Hollis-Brookline Cooperative School District, in Brookline, and for the renovation of the existing Hollis-Brookline Cooperative middle school in Hollis. This sum to include fees and any items incident to and/or necessary for said construction and renovation, and said sum to be in addition to any federal, state, or private funds made available therefore, and to authorize the issuance of not more than \$9,769,279 of bonds or notes, in accordance with NH RSA 33 (Municipal Finance Act), and to authorize the Hollis-Brookline Cooperative School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; furthermore, to authorize the interest earned on the investment of these bond proceeds to be used for the above purposes. In addition, to raise and appropriate \$282,533 for the first year principal and interest payment on the bond. (Submitted by petition)

The school board does not support this appropriation. The budget committee does not support this article. A two-thirds ballot vote is required.

Eric Pauer moved to bring Article 3 to the floor, seconded by Doug Cecil.

Eric Pauer gave a presentation of Article 3. Discussion ensued.

Eric Pauer moved to table Article 3 until after Article 4, seconded by Forrest Milkowski. *The motion carried by card vote*

### Article 4

To see if the school district will vote to raise and appropriate the sum of \$7,980,000 (gross budget) for Hollis Brookline Middle School renovation/addition and to authorize the issuance of not more than \$7,980,000 of bonds or notes, in accordance with NH RSA 33 (Municipal Finance Act), and to authorize the school board to issue and negotiate such notes or bonds and to determine the rate of interest thereon. Furthermore to appropriate the sum of \$100,000 representing interest earned on the above bond proceeds to be used for the above purposes. And to raise and appropriate the sum of \$213,742 for the first interest payment on the bond or note.

The school board recommends this appropriation. The budget committee supports this article. A two-thirds ballot vote is required.

Steve Simons moved to bring Article 4 to the floor, seconded by Lou-Ann Parodi.

Kathy O'Sullivan, Doug Cleveland, Pat Goyette, Steve Simons, Julie Mook and Bill Matthews gave a presentation on Article 4. Discussion ensued.

Ernie Hudziec made a motion for all day voting tomorrow from 7am - 6pm after voting tonight, seconded by Kathy O'Sullivan.

Anita Moynihan made a motion to amend the time from 7:00am through 6:00pm to 7:00am through 6:30pm and to reconvene at 7:30pm, seconded by Ernie Hudziec. Discussion on the amendment ensued.

*Amendment to motion is defeated by card vote.*

Discussion on the main motion ensued.

Moderator Jim Belanger asked if there are any other questions and called for a vote on the motion to vote tomorrow 7-6pm as well as tonight and reconvene at 7:00pm. *The motion carried by card vote.*

Lou-Ann Parodi made a motion to restrict reconsideration on the all day vote, seconded by Tim Bevins. *The motion carried by card vote.* Discussion ensued.

Moderator Jim Belanger asked for a vote to close debate. *The motion carried by card vote.*

Mike Harris made some final comments. He stated that the School Board had never supported a school that would house 800 kids.

Lou-Ann Parodi moved to adjourn meeting until tomorrow night, seconded by Steve Simons. *The vote carried by card vote.*

The polls were opened and the meeting was adjourned at 11:05pm until March 4<sup>th</sup> at 7:00pm.

Respectfully Submitted,

Teresa Noel



# Hollis/Brookline Cooperative School District Annual Meeting

Hollis/Brookline High School

March 4, 2004

7:00pm

## Hollis/Brookline Cooperative School District Board Members

Lou-Ann Parodi, Chair  
Timothy Bevins  
Thomas Enright  
Betty B. Hall  
Pamela Kirby  
James McBride  
Stephen Simons

## Hollis/Brookline Cooperative School District Budget Committee Members

Bill Matthews, Chair  
Doug Cecil  
Tom Enright  
Dave Golden  
Tim Hale  
Forrest Milkowski  
Ray Valle

## Hollis/Brookline Cooperative School District Moderator

Jim Belanger

Ken DeBenedictis, Superintendent of Schools  
Charles Flahive, Principal, Hollis-Brookline High School  
Pat Goyette, Principal, Hollis-Brookline Middle School  
Lee-Ann Blastos, Business Administrator  
Carol Mace, Director of Curriculum and Instruction  
Teresa Noel, Cooperative School District Clerk

Moderator Jim Belanger called the meeting to order at 7:19pm

The National Anthem was sung by Eric Brassard, Ross Matthei, Kara Maloney, and Jessica Tomer.

Moderator Jim Belanger stated that there were 2,227 votes cast. A 2/3 majority vote was needed for the motion to carry, which would be 1485 votes. There were 1,503 Yes votes, 18 more than needed. Article 4 passed by 2/3 majority vote. Moderator Jim Belanger was asked if Article 4 could be reconsidered. Jim stated that notice had to be given in a newspaper and 7 days later we could meet to reconsider.

Moderator Jim Belanger gave an overview of timetable for the meeting.

There was a motion to take Article 2 off the table. There was a motion to take Article 3 off the table.

Jim Murphy motioned take up Articles 13 and 14 now, seconded by Lou-Ann Parodi. *The motion carried by card vote.*

Lorin Rydstrom made motion to take Articles 13 and 14 off the table, seconded by Jim Murphy. *The motion carried by card vote.*

Sue Spencer motioned to take up Article 17 next, seconded by Sue Nierendorf. *The motion carried by card vote.*

Lou-Ann Parodi made a motion to restrict reconsideration of Articles 13 and 14, seconded by Steve Simons. *The motion carried by card vote.*

## Article 17

### Petition Warrant Article

To see if the Hollis-Brookline Cooperative School District will vote to:

- A. Raise and appropriate the sum of \$20,000 for increased busing costs related to a change in school hours, and
- B. Direct the Cooperative School Board to begin each school day no earlier than 8:15 AM.

These measures will not become effective unless the Hollis and Brookline School districts vote to accommodate the change in the coop school hours, by altering the hours of the elementary schools in Hollis and Brookline. (Submitted by petition)

The school board does not support this article. The budget committee does not support this article.

A break was taken while presentation on Article 17 was getting ready and Moderator Jim Belanger introduced Pam Kirby of the Cooperative School Board. On behalf of the Cooperative School Board, Pam presented Lou-Ann Parodi, who will be finishing her term on the Board after many years, with a Print done by a local Artist. The Print is of Burton Farm on Rt. 130. Felt it was appropriate because it was the center of both towns. Lou-Ann Parodi thanks everyone and appreciates the gift.

John Lumbard made a presentation on Article 17. Attorney Bill Dresher gave a legal opinion. The article seeks to raise money, which the voters can do; but the voters cannot change hours of school. It would be an advisory vote only.

Lou-Ann received petitions with 67 signatures in favor of this article. Discussion ensued.

Moderator Jim Belanger brought Article 17 to a vote. *The motion defeated by card vote.*

Lou-Ann Parodi moved to take up Article 5.

## Article 5

To vote to authorize the school board to enter into a two-year lease agreement for the purpose of leasing three double unit portable classrooms and to raise and appropriate the sum of \$61,380 for the first year's payment for that purpose. This lease agreement contains an escape clause.

The school board recommends this appropriation. The budget committee supports this article.

Steve Simons moved to bring Article 5 to the floor, seconded by Tim Bevins.

Tom Enright gave a presentation on Article 5. Discussion ensued.

Kathy de Lacy moved the question, seconded by Mike Harris. *The motion carried by card vote.*

Moderator Jim Belanger brought Article 5 to floor for vote. *The motion carried by card vote.*

## Article 6

To see if the school district will vote to raise and appropriate the sum of \$220,912 for the purpose of set up and operation of three double unit portables at \$68,000 and for an additional staffing costs of \$152,912. If the lease agreement article fails (Article 5 above), this article cannot be brought forward and will be null and void.

The school board recommends this appropriation. The budget committee supports this article.

Tom Enright made a motion to bring Article 6 to floor, seconded by Lou-Ann Parodi.

Tom Enright gave a presentation on Article 6.

Peter Cook moved the question, seconded Mike Harris. *The motion carried by card vote.*

Moderator Jim Belanger brought Article 6 to the floor for a vote. *The motion carried by card vote.*

Lou-Ann Parodi motioned to restrict reconsideration on Articles 5 and 6, seconded by John Andruskeiwicz. *The motion carried by card vote.*

Kathy de Lacy motioned to take Article 15 up next, seconded by Doug Cleveland. *The motion carried by card vote.*

#### Article 15

[This petition warrant article proposes that all future amendments to the Articles of Agreement for the Hollis/Brookline Cooperative School District require a supermajority (two-thirds) vote, instead of a simple majority. The Coop was established by a process that included separate approval votes in each town to form the coop. Since the Articles of Agreement are the foundation of the coop, amending the Articles of Agreement should require more than a simple majority. In a two town coop, the larger town could unilaterally change the Articles of Agreement to benefit itself at the expense of the smaller town. Requiring a supermajority provides a reasonable level of assurance that the proposed amendment to the Articles of Agreement is really in the best interest of the entire coop.]

To see if the Hollis Brookline Cooperative School District will vote to amend the Articles of Agreement of the Hollis Brookline Cooperative School District by deleting Article 11 as it is currently written and substituting a new Article 11 as follows:

“These articles of agreement may be amended by the Hollis/Brookline Cooperative School District, consistent with the provisions of RSA 195:18 III(i), except that no amendment shall be effective unless the question of adopting such amendment is submitted at a Cooperative School District meeting to the voters of the District after reasonable opportunity for debate in open meeting, and unless a supermajority (two-thirds) of the voters of the District who are present and voting shall vote in favor of adopting such amendment. Furthermore, no amendment to these articles shall be considered except at an annual or special meeting of the Cooperative School District and unless the text of such amendment is included in an appropriate article in the Warrant for such a meeting.”

It shall be the duty of the Cooperative School Board to hold a public hearing concerning the adoption of any amendment to these articles of agreement at least ten (10) days before such annual or special meeting and to cause notice of such hearing and the text of the proposed amendment to be published in a newspaper or newspapers having general circulation in the District at least fourteen (14) days before such a hearing.” (Submitted by petition)

The school board does not support this article. The budget committee has not taken a position on this article.

Eric Pauer motioned to bring Article 15 to the floor, seconded by Jim McBride.

Eric Pauer gave a presentation on Article 15. Discussion ensued.

Collis Jackson moved the question, seconded by another voter. *The motion carried by card vote.*

Moderator Jim Belanger brought Article 15 to floor for vote. *The motion was defeated by card vote.*

#### Article 8

To see if the school district will authorize the Hollis/Brookline Cooperative School District to access future year and federal catastrophic aid funds in the event that special education costs exceed budget limitations.

The school board recommends this article. The budget committee supports this article.

Betty Hall moved to bring Article 8 to the floor, seconded by Lou-Ann Parodi.

Betty Hall gave a presentation on Article 8.



Ernie Hudziec moved the question on Article 8. *The motion carried by card vote.*

Moderator Jim Belanger brought Article 8 to floor for vote. *The motion carried by card vote.*

#### Article 9

To see if the school district will vote to raise and appropriate a sum of \$299,998 to fund the increase in cost items relative to professional staff salaries and fringe benefits for the 2004-2005 school year which resulted from good faith negotiations with the professional staff, and which represents the negotiated increase over last year's salaries and fringe benefits. This is the second year of a two-year contract. Cost item increases in subsequent years will require approval of specific warrant articles at future district meetings.

The school board recommends this appropriation. The budget committee supports this article.

Pam Kirby moved to bring Article 9 to floor, seconded by Steve Simons.

Pam Kirby gave a presentation on Article 9.

Moderator Jim Belanger asked for any questions and brought Article 9 to the floor for vote. *The motion carried by card vote.*

#### Article 10

To see if the school district will vote to raise and appropriate a sum of \$87,721 to fund the increase in cost items relative to support staff salaries and fringe benefits for the 2004-2005 school year which resulted from good faith negotiations with the support staff, and which represents the negotiated increase over last year's salaries and fringe benefits. This is the second year of a two-year contract. Cost item increases in subsequent years will require approval of specific warrant articles at future district meetings.

The school board recommends this appropriation. The budget committee supports this article.

Jim McBride motioned to bring Article 10 to the floor, seconded by Steve Simons.

Jim McBride gave a presentation on Article 10.

Moderator Jim Belanger asked for any questions and brought Article 9 to the floor for vote. *The motion carried by card vote.*

Mike Harris moved to restrict reconsideration on Article 15, seconded by Kathy de Lacy. *The motion carried by card vote.*

#### Article 11

To see if the school district will vote to raise and appropriate \$13,480,911 for the support of schools, for the payment of salaries of school district officers and agents and for the payment of statutory obligations of the district.

The school board recommends this appropriation. The budget committee supports this article. This appropriation does not include any of the other warrant articles.

Tom Enright moved to bring Article 11 to the floor, seconded by Tim Bevins.

Tom Enright presented Article 11. Bill Matthews presented the tax impact of the article on both towns. Discussion ensued.

Moderator Jim Belanger asked for any questions and brought Article 11 to the floor for vote. *The motion carried by card vote.*



## Article 12

To see if the district will vote to raise and appropriate a sum of \$23,000 to initiate a Latin course at Hollis Brookline High School, including salary for the part-time teacher and materials. The program will begin in September 2004.

The school board recommends this appropriation. The budget committee supports this article.

Lou-Ann Parodi motioned to restrict reconsideration of Article 11, seconded by Steve Simons. *The motion carried by card vote.*

Doug Cecil motioned to bring Article 12 to the floor, seconded by Steve Simons.

Pam Kirby gave a presentation on Article 12. Discussion ensued.

Sue Hurd moved the question on Article 12 seconded by John Andruskeiwicz. *The motion carried by card vote.*

Moderator Jim Belanger asked for any questions and brought Article 12 to the floor for vote. *The motion carried by card vote.*

## Article 16

### Petition Warrant Article (Alternating District Meeting location)

To see if the Hollis Brookline Cooperative School District will vote to amend the Articles of Agreement to add the following language to Article 2: That the location of the Hollis Brookline Cooperative School District Annual Meeting alternate between the towns of Hollis and Brookline. Monthly meetings of the Hollis-Brookline Cooperative School Board will alternate on a monthly basis between the towns of Hollis and Brookline. (Submitted by petition)

The school board does not support this article. The budget committee has not taken a position on this article.

Ernie Hudziec moved to bring Article 16 to the floor, seconded by Lou-Ann Parodi.

Ernie Hudziec presented Article 16. Discussion ensued.

Ernie Hudziec motioned to amend Article 16 to omit language "That the location of the Hollis-Brookline Cooperative School District Annual Meeting alternate between the towns of Hollis and Brookline." Seconded by John Liska.

Atty. Bill Dresher explained why this would not be a binding article.

Moderator Jim Belanger asked if there was a discussion on the amendment and called for a vote. *The motion was defeated by card vote.*

Moderator Jim Belanger asked for any questions and brought Article 16 to the floor for vote. *The motion was defeated by card vote.*

## Article 18

To transact any other business which may legally come before said meeting.

Steve Simons thanked both towns for passing Article 4.

Lou-Ann Parodi thanked Jim Belanger for a well run meeting.

Lou-Ann Parodi moved to adjourn meeting, seconded by voters.

Meeting adjourned 9:48pm.

Respectfully Submitted, Teresa Noel

# HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT

	Actuals FY	Adopted FY	Proposed FY	BudCom Recommend
	2003-2004	2004-2005	2005-2006	FY 2005-2006
1100 REGULAR INSTRUCTION	\$4,176,731	\$4,649,268		
1200 SPECIAL EDUCATION	\$1,148,663	\$1,600,798	<i>Unavailable at press time - To be distributed at District Meeting</i>	
1260 ESL PROGRAM	\$43,379	\$45,254		
1270 GIFTED AND TALENTED	\$2,967	\$1,200		
1300 VOCATIONAL EDUCATION	\$87,418	\$95,409		
1400 CO-CURRICULAR	\$309,384	\$355,601		
1600 ADULT COMMUNITY EDUCATION	\$8,142	\$10,000		
2120 GUIDANCE	\$397,432	\$425,677		
2130 HEALTH	\$93,612	\$103,697		
2210 IMPROVEMENT OF INSTRUCTION	\$137,356	\$170,275		
2220 EDUCATIONAL MEDIA	\$205,111	\$212,738		
2310 SCHOOL BOARD EXPENSE	\$52,379	\$26,845		
2320 OFFICE OF SUPERINTENDENT	\$382,666	\$423,012		
2400 OFFICE OF PRINCIPAL	\$656,898	\$701,850		
2600 OPERATION OF PLANT	\$864,301	\$855,166		
2700 TRANSPORTATION	\$316,330	\$345,239		
2900 FRINGE BENEFITS	\$1,752,510	\$2,174,198		
4200 SITE IMPROVEMENT SERVICES	\$73,414	\$0		
4300 ARCHITECTURE SERVICES	\$18,400	\$0		
4600 BUILDING IMPROVE. SERVICES	\$0	\$0		
5100 DEBT SERVICE	\$1,715,064	\$1,508,275		
5221 TRANSFER TO FOOD SERVICE	\$436,598	\$429,182		
5222 TRANSFER TO SPECIAL REVENUE	\$296,654	\$124,600		
5230 TRANSFER TO CAPITAL PROJECTS	\$681,491	\$8,209,380		
GRAND TOTALS	\$13,856,900	\$22,467,664	\$0	\$0

# HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT

	APPROVED BY DRA 2003-2004	APPROVED BY DRA 2004-2005	PROPOSED 2005-2006
REVENUE & CREDITS			
UNRESERVED FUND BALANCE	\$ 71,584	\$ 319,236	\$ -
DRIVER EDUCATION	4,000	4,000	4,000
CATASTROPHIC AID	4,488	0	0
BUILDING AID	573,166	569,212	491,201
CHILD NUTRITION	379,704	421,026	462,300
EARNINGS ON INVESTMENTS	15,000	110,000	10,000
STUDENT ACTIVITIES	14,000	14,000	14,000
OTHER LOCAL SOURCES	27,728	28,299	29,465
BOND REFINANCE	212,010	23,795	0
RUTH WHEELER TRUST FUND	600	600	600
HOLLIS TRUST FUND	5,600	5,600	5,600
PFSE PRIVATE FOUNDATION GRANT	60,000	50,000	0
FEDERAL FUNDS	86,500	116,500	116,500
SALE OF BONDS	0	7,980,000	0
PRIVATE CITIZEN CONTRIBUTIONS	188,352	0	0
TOTAL REVENUE & CREDITS	\$ 1,642,732	\$ 9,642,268	\$ 1,133,666
DISTRICT ASSESSMENT	10,253,915	10,603,530	(See Note)
ADEQUACY AID	1,760,276	2,221,866	2,713,400
TOTAL APPROPRIATIONS	\$ 13,656,923	\$ 22,467,664	(See Note)

*Note: Unavailable at press time. To be distributed at District Meeting.*

**HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT****Combined Statement of Revenues, Expenditures and Changes in Fund Balances****All Government Fund Types****For the Fiscal Year Ended June 30, 2004**

	General	Special	Capital	Total
	Fund	Revenue	Projects	(Memorandum
		Funds	Funds	Only)
<b><u>Revenues</u></b>				
School District Assessment	\$ 7,614,977	\$ -	\$ -	\$ 7,614,977
Other Local	452,159	512,487	846	965,492
State	5,052,069	13,365		5,065,434
Federal		229,305		229,305
<b><u>Total Revenues</u></b>	<b>13,119,205</b>	<b>755,157</b>	<b>846</b>	<b>13,875,208</b>
<b><u>Expenditures</u></b>				
<b><u>Current</u></b>				
Instruction	5,852,240	248,770		6,101,010
Support Services				
Student	491,044			491,044
Instructional Staff	342,467	22,669		365,136
General Administration	52,379			52,379
Executive Administration	382,666			382,666
School Administration	656,898			656,898
Operation and Maintenance of Plant	795,759			795,759
Student Transportation	316,330			316,330
Other	1,752,510			1,752,510
Non-Instructional Services		451,122		451,122
Facilities Acquisition and Construction	462,741	2,800	307,763	773,304
Debt Service	1,715,065			1,715,065
<b><u>Total Expenditures</u></b>	<b>12,820,099</b>	<b>725,361</b>	<b>307,763</b>	<b>13,853,223</b>
<b><u>Excess (Deficiency) of Revenues</u></b>				
<b><u>Over (Under) Expenditures</u></b>	<b>299,106</b>	<b>29,796</b>	<b>(306,917)</b>	<b>21,985</b>
<b><u>Other Financing Sources (Uses)</u></b>				
Transfers In	3,740	648	68,542	72,930
Transfers Out	(68,542)			(68,542)
<b><u>Total Other Financing Sources (Uses)</u></b>	<b>(64,802)</b>	<b>648</b>	<b>68,542</b>	<b>4,388</b>
<b><u>Net Change in Fund Balances</u></b>	<b>234,304</b>	<b>30,444</b>	<b>(238,375)</b>	<b>26,373</b>
<b><u>Fund Balances - July 1</u></b>	<b>173,900</b>	<b>126,987</b>	<b>260,438</b>	<b>561,325</b>



**HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT**  
**Combined Balance Sheet - All Fund Types and Account Group**  
**June 30, 2004**

	Governmental Fund Types			Fiduciary Fund Types	Account Group	Total (Meno- randum Only)
	General	Special Revenue	Capital Projects	Trust and Agency	General Long-Term Debt	
<b>ASSETS AND OTHER DEBITS</b>						
<u>Assets</u>						
Cash and Equivalents	\$ -	\$ 127,455	\$ 25,198	\$ 184,637	\$ -	\$ 337,290
Investments	291,710					291,710
Intergovernmental Receivable		163,921		248,440		412,361
Interfund Receivable	132,020	21,350				153,370
Prepaid Items	58,975					58,975
<u>Other Debits</u>						
Amount to be Provided for the Retirement of General Long-Term Debt					9,206,904	9,206,904
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>\$ 482,705</b>	<b>\$ 312,726</b>	<b>\$ 25,198</b>	<b>\$ 433,077</b>	<b>\$ 9,206,904</b>	<b>\$ 10,460,610</b>
<b>LIABILITIES AND EQUITY</b>						
<u>Liabilities</u>						
Accounts Payable	\$ 51,346	\$ 1,925	\$ 3,135	\$ -	\$ -	\$ 56,406
Accrued Payroll and Benefits	23,155					23,155
Interfund Payable		153,370				153,370
Due to Student Groups				184,637		184,637
General Obligation Bonds Payable					9,004,279	9,004,279
Capital Lease Payable					27,625	27,625
Compensated Absences Payable					175,000	175,000
Total Liabilities	74,501	155,295	3,135	184,637	9,206,904	9,624,472
<u>Equity</u>						
<u>Fund Balances</u>						
Reserved For Encumbrances	88,969					88,969
Reserved For Endowments				248,440		248,440
Reserved For Special Purposes			22,063			22,063
Unreserved						
Designated For Special Purposes		157,431				157,431
Undesignated	319,235					319,235
Total Equity	408,204	157,431	22,063	248,440	0	836,138
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 482,705</b>	<b>\$ 312,726</b>	<b>\$ 25,198</b>	<b>\$ 433,077</b>	<b>\$ 9,206,904</b>	<b>\$ 10,460,610</b>

CERTIFICATE - This is to certify that the information contained in this report was taken from the official records and is complete and correct to the best of my knowledge and belief. The accounts are kept in accordance with Section 17 of Chapter 71-A of the Revised Statutes Annotated and regulation Chapter Rev 1100, Financial Accounting for Local Education Agencies on file with the Administrative Procedures Act, and upon forms prescribed by the Department of Revenue Administration.

Tim Bevins	Thomas Enright	Pamela Kirby	Steve Simons
Anne Dumas	Betty Hall	Jim McBride	

Kenneth L. DeBenedictis, Ed.D., Superintendent

The books and records of the Hollis Brookline Cooperative School District have been audited by the CPA firm of Plodzick and Sanderson, Concord, NH.

**HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT****ACTUAL EXPENDITURES FOR****SPECIAL EDUCATION PROGRAMS AND SERVICES****RSA 32:11a \***

	<b>2002-2003</b>		<b>2003-2004</b>
<b>EXPENSES:</b>			
<b>SALARIES</b>	\$ 938,596		\$ 1,095,408
<b>BENEFITS</b>	212,588		272,315
<b>TUITION</b>	178,775		91,425
<b>CONTRACTED SERVICES</b>	113,979		153,525
<b>TRANSPORTATION</b>	50,115		30,281
<b>MATERIALS</b>	10,097		11,314
<b>EQUIPMENT</b>	2,171		4,792
<b>OTHER</b>	203		355
<b>SUBTOTAL</b>	<u>\$ 1,506,524</u>		<u>\$ 1,659,415</u>
<b>REVENUE:</b>			
<b>CATASTROPHIC AID</b>	\$ 32,643		\$ 4,135
<b>IDEA</b>	112,961		151,400
<b>SUBTOTAL</b>	<u>\$ 145,604</u>		<u>\$ 155,535</u>
<b>NET COST FOR</b>			
<b>SPECIAL EDUCATION</b>	<u>\$ 1,360,920</u>		<u>\$ 1,503,880</u>

\* Department of Education, Bureau of Special Education requires, under separate cover, an accounting of actual expenditures by the district for special education programs and services for the previous 2 fiscal years.

**TEACHER ROSTER**  
**HOLLIS BROOKLINE HIGH SCHOOL**

Name		Experience	Assignment	College	Degree
Charles	Flahive	47	Principal	Boston Univ.	M.Ed.
Richard	Manley	26	Assistant Principal	Northeastern	M.A.
				Suffolk University Law School	J.D.
Robert	Ouellette	9	Assistant Principal	NH College	M.B.A.
Jennifer	Acker	3	English	Moravian College	B.A.
Nicole	Adamson	4	Physical Education	Keene	B.S.
Rebecca	Balfour	12	Social Studies	Beloit College	B.S.
Dorothy	Ball	21	Mathematics	Nova Southeastern Univ.	M.A.
Cora	Beaudry	1st Yr Teacher	Special Education	UNH	B.A.
Maria-Dolores	Blow	1	Spanish	Rivier	B.A.
Donald	Boggis	22	Phys. Ed./Wellness	Plymouth State	B.S.
Barbara	Boucher	15	Media-Library	URI	M.L.S.
John	Boucher	6	Physics	U. Mass, Lowell	M.Ed.
			Student Assistance Program		
Jodi	Callinan	2	Coord.	Rivier	M.Ed.
Jon	Cannon	2	Social Studies	UNH	M.A.T.
Luis	Castro	22	Spanish	Rivier	M.A.
Rodney	Clark	13	Science-Biology	Fitchburg State	M.Ed.
Steven	Connors	5	Science	Rivier	B.A.
Bonnie	Del Signore	13	Mathematics	Brown Univ.	B.A.
Vina	Duffy	21	Mathematics	Keene State	B.Ed.
Lara	Evans	1st Yr Teacher	Latin-French	Georgetown Univ.	B.S.
Michael	Fox	38	English	Middlebury	M.A.
Kerry	Gangemi	7	Guidance	Notre Dame College	M.Ed.
Timothy	Girzone	2	Physical Education-Wellness	UNH	B.S.
Jennifer	Given	1	Social Studies	SUNY, Stonybrook	B.A.
Kathryn	Gorham	4	Family and Consumer Science	Colorado State Univ.	B.S.
Christine	Haight	12	Special Education	Rivier	M.Ed.
Elizabeth	Hanscom	5	Spanish	Holy Cross	B.A.
Susan	Hay	6	Technology	UNH	M.B.A.
Mark	Holding	22	English	Tufts Univ.	M.A.
Lin	Illingworth	13	English	UNH	M.A.T.
Mark	Illingworth	19	Mathematics	Univ. VA	B.S.
Mary	Kelley	24	Guidance	Rivier	M.Ed.
Deborah	Kissell	8	English	UNH	B.A.
John	Kittredge	32	Anatomy-Physiology	Suffolk Univ.	M.Ed.
Elias	Korcoulis	42	Physical Education	Keene State	B.Ed.
Amy	Kozlowski	5	Guidance	Rivier	M.Ed.
Peggy	LaBrosse	28	Chemistry	Iona	M.S.
Lindsay	Lankin	22	School to Careers Coordinator	Temple Univ.	M.A.



# TEACHER ROSTER

## HOLLIS BROOKLINE HIGH SCHOOL

Name		Experience	Assignment	College	Degree
Brigitte	MacMillan	7	Art-Photography	Rivier	B.A.
Brian	Maynard	34	Science, Physics	Suffolk Univ.	M.Ed.
M. Frances	McBee	15	ESL Specialist	Notre Dame College	M.A.
Judith	McDaniel	2	Mathematics	Rivier	M.B.A.
Kathie	McGowan	16	Special Educaiton	Eastern Illinois Univ.	B.S.
Helen	Melanson	34	Social Studies	Dartmouth	M.A.
Katherine	Melanson	2	Chemistry	Stonehill Colelge	B.S.
Joel	Mitchell	39	Social Studies	Dartmouth	M.A.
Susan	Mooers	7	Mathematics	Univ. Southern Maine	M.S.
Richard	Nagy	26	Mathematics	St. John's Univ.	M.S.
J. William	Neller II	29	Social Studies	UNH	M.A.T.
Melissa	Oliver	2	English-Social Studies	UNH	B.A.
Lina	Pepper	7	Art	Plymouth State	B.S.
Stuart	Pepper	15	Social Studies	Nene College of Higher Ed., UK	B.A.
Malinda	Pires	7	Physical Science	The Graduate Institute	M.A.
Stacey	Plummer	10	Mathematics	Univ. Rochester	B.A.
Joseph	Quinn	21	Computer Technology	Fitchburg State	B.S.
Jennifer	Ridge	1	Spanish	New York University	M.A.
Milton	Robinson	10	Special Educaiton	Rivier	M.Ed.
Douglas	Ruby	2	Mathematics	U. Mass, Lowell	M.Ed.
Rhon	Rupp	18	Chemistry	Univ. NC	B.A.
Maria	St. Pierre	3	Health Education	Univ. of Lowell	B.S.
Cathy	Saunders	8	School Nurse	Univ. of Southern Maine	B.S.N.
Stacey	Sawyer	5	Studio Art-Technology	UNH	B.A.
Karen	Sayward	18	Music-Chorus	U. Mass, Lowell	M.M.
Kelly	Sewell	2	English	Seton Hall Univ.	B.A.
Kristin	Sicard	6	Occupational Therapist	Texas Women's Univ.	B.S.
Samantha	Squires	6	English	Temple Univ.	B.S.
Michael	Tenters	3	French	Keene State	B.A.
Francis	Tkaczyk	24	Special Education	Notre Dame College	M.Ed.
Elyse	Tomlinson	11	English-Theatre Arts	Univ. of Santa Clara	M.A.
David	Umstead	5	Instrumental Music	Univ. of Louisville	M.M.
Jennifer	Verville	4	Spanish	Keene State	B.A.
Linda	Wheeler	33	French	Univ. Maine	B.A.
Michael	Williamson	24	English	Cambridge Univ., UK	M.A.
Richard	Winslow	1	Guidance	UNH	M.A.
				Keene State	M.Ed.
Robert	Zimmerman	9	Psychotherapist	Salem State College	M.S.W.
<u>Leave of Absence 2004-05</u>					
Amy	Bottomley	4	Special Education	Bethany College	B.A.
<u>District Wide</u>					
Jeanne	Hayes	22	Special Education Coordinator	Rivier	M.Ed.



**TEACHER ROSTER**  
**HOLLIS BROOKLINE MIDDLE SCHOOL**

NAME		EXPERIENCE	ASSIGNMENT	COLLEGE	DEGREE
Patricia Lewis	Goyette	25	Principal	UNH	M.Ed.
Kimberly	Rizzo-Saunders	9	Assistant Principal	Northeastern Univ.	M.A.
				Rivier	CAGS
Deirdre	Adams	25	School Nurse-Health	UNH	B.S.
Eileen	Ball	20	Media-Library	URI	M.A.
Claudia	Banks	3	Spanish	Superior en Lenguas Vivas No. 1 de Rosario (Argentina)	B.A.
Margaret	Beale	25	Social Studies	Syracuse Univ.	M.L.S.
David	Bond	24	Science	U. Mass.	M.A.
Gayle	Bottcher	29	Physical Education	U. Bridgeport	M.S.Ed.
Stephen	Capraro	12	Social Studies	St. Anselm College	B.A.
Jennifer	Christman	3	Special Education	Keene State	B.S.-B.A.
Carolyn	Cicciu	32	English	Mt. St. Mary College	M.A.
Christopher	Cieto	New Teacher	English	Ohio Univ.	B.A.
Jeanne	Cleveland	25	Biology	Northeastern Univ.	M.Ed.
Lauren	Corliss	10	English Language Arts	St. Michaels College	B.A.
Karen	Coutu	8	Special Education	Rivier	M.Ed.
Glenn	DePine	19	Instrumental Music	Eastern Michigan Univ.	B.S.
Claudia	Dufresne	17	Reading	Fitchburg State	M.Ed.
Janice	Ellerin	10	Science-Math	Montclair State Univ.	M.A.
				Rutgers	M.A.
Carolyn	Evans	26	Science	Boston Univ.	B.S.
Paula	Fordin	4	Mathematics	Univ. Lowell	B.S.
Christine	Grieff	6	Guidance	American Grad. School Intl. Mgmt.	M.A.
				Plymouth State	M.Ed.
Joseph	Gruce, III	9	Computer	Duquesne Univ.	M.A.
Margaret	Grupposo	27	English	U. Mass., Amherst	B.A.
Katrina	Hall	4	Mathematics	Rivier	B.A.
Patricia	Hecht	21	Psychoeducational Evaluator	Michigan State Univ.	Ph.D.
Timothy	Hildreth	1	French	Williams College	B.A.
Carolyn	Jahns	15	English	Keene State	B.S.
Dean	Jahns	28	Mathematics	Rivier	M.Ed.
Ronald	Johnston	21	Physical Education-Health	UNH	M.S.
Janet	Lash	10	Spanish	Regis College	B.A.
Jacqueline	Lucas	32	Reading	Westfield State College	M.A.
Barry	Lyle	19	Social Studies	Framingham State	M.A.
Melanie	Madden	25	Special Education	Rivier	M.Ed.
Richard	Melillo	14	Guidance	Antioch New England	M.A.
Rosemary	Mezzocchi	27	Mathematics	Northeastern Univ.	B.A.
Christine	Page	8	Special Education	Fitchburg State	M.Ed.
Sandra	Papadeas	15	Art	UNH	B.S.
Paul	Picariello	25	Technology Education	Fitchburg State	M.Ed.
Louise	Rankins	33	French	Rivier	M.Ed.

# TEACHER ROSTER

## HOLLIS BROOKLINE MIDDLE SCHOOL

NAME		EXPERIENCE	ASSIGNMENT	COLLEGE	DEGREE
Teresa	Rossetti	2	Mathematics	Univ. Lowell	B.S.
Bharti	Sarvaiya	11	Family & Consumer Science	Univ. of Baroda	M.S.
Jeanne	Saunders	4	Special Education	Fitchburg State	B.S.
Patricia	Smith	15	Reading	Worcester State	B.S.
Nancy	Spencer	13	Music	U. Conn	M.M.
Charles	Twichell	35	Social Studies	UNH	M.Ed.
Erin	White	1	Student Assistance/Health	UNH	B.S.
Hollis Brookline Cooperative: District Wide					
Jeanne	Hayes	22	Special Education Coordinator	Rivier	M.Ed.
Leave of Absence					
Holly	Maher	5	English	U. Conn	M.A.

**Annual Report  
2004-2005  
Hollis Brookline Middle School**

As principal of Hollis Brookline Middle School, I am both pleased and proud to submit this report to the citizens of Hollis and Brookline.

**GRATITUDE**

On behalf of the staff and students at Hollis Brookline Middle School I wish to thank the residents of Hollis and Brookline for their support. Hollis Brookline Middle School provides academic rigor, diverse extracurricular opportunities, healthy social events and emotional support during challenging, adolescent years. The renovation/expansion project will only serve to enhance our program.

**ENROLLMENT**

At present there are four hundred and fifty-eight (458) students enrolled at Hollis Brookline Middle School. We have been able to maintain excellent class sizes with the addition of a two person team at the seventh grade level. Mrs. Gruposso has been instrumental in the success of Team McClintock with her new partner, Ms. Ellerin.

We recognize their hard work and commitment to the middle level model of teaming.

**NEW STAFF**

We accepted three retirements with regret. We are proud to welcome our new staff members. Their skill, style and compassion have served to enhance our educational community.

Mr. Rick Melillo – Guidance  
Mrs. Lauren Corliss - English  
Ms. Janice Ellerin - Science/Math  
Mrs. Nancy Spencer – Choral/General Music  
Mrs. Jean Filer - Receptionist/Secretary  
Ms. Jeanne Hayes - Special Education Coordinator (Coop)

Special education services are delivered within an exemplary model of inclusion. Our paraprofessionals are key to the success of our program.

Mr. Chris Cieto  
Mrs. Cheryl Ulm  
Mrs. Carol Hamilton  
Mrs. Karen Johnson  
Mr. Tom Borick

**BUILDING INITIATIVES**

**The Hollis Brookline Middle School Renovation/Expansion Project** is well underway thanks to the passing of the bond during the Annual District Meeting last March. We are genuinely excited about the plan to house our seventh and eighth grade students under one roof, in appropriate instructional spaces and with new and improved common areas.

A **Master Schedule** has been drafted which will allow students to eat lunch by grade levels, rather than the 5 lunches that are presently scheduled by teams. All students will benefit from a less fragmented schedule, plus will enjoy being able to socialize with students from other teams. In addition, the multi purpose room will accommodate some physical education classes, therefore reducing class size.



Our **Best Schools Leadership Initiative** continues to thrive in its second year of implementation. Skill-based advisory groups meet daily for the first twenty minutes of the day. ROCK is the acronym for Reading, Organization, Communication and Knowledge. Research states that academic achievement will increase as a result of a positive adult relationship during the emerging adolescent stage of development.

**Technology** continues to be a primary focus. The staff at Hollis Brookline Middle School has embraced technology as the tool it is intended. Email communication has grown tremendously beyond interschool boundaries to parents. Homework is posted daily by 4:00 PM on our school web site and individual teachers have created valuable web pages that provide study guides, interactive applications and current events.

Hollis Brookline Middle School students have been involved in many **service projects**. Grade 7 English classes integrated service learning during their study of A Christmas Carol. Students on Team 3 have been engaged with children from Iraq, first with t-shirts donated and bought with dance proceeds, and later with a stuffed animal collection. Communication is ongoing with Mrs. Cicciu's nephew who is stationed in Iraq. The personal emails have increased meaning and understanding for our young adolescents.

Again, Student Council organized the Giving Tree to support children from the Nashua Children's Home. And finally, Mrs. Smith's ROCK group, otherwise known as the Tsunami Squad organized a collection for the tsunami victims. The original goal was one dollar per person, which was far exceeded with close to one thousand dollars.

Assessment has a new face at all grade levels; the **New England Common Assessment Program**. Students in grade 7 participated in a mathematics pilot while grade 8 completed the writing prompt. There will be no results this year, therefore we have continued with the Terra Nova's. In the fall of 2005 all students will be tested in mathematics and writing.

An SAU wide Team is studying **data collection**, specifically what data should be collected/saved? How should data be used? And, how can data be accessed in order to make more informed decisions?

### **PARENT, TEACHER, STUDENT ASSOCIATION**

Our PTSA continues to be a strong foundation to our success. Twenty plus parents meet monthly to discuss what is affecting our adolescents, what we can control and how to make a positive difference. The Staff Appreciation Committee out did itself again this year with a Turkey Feast to include all the fixings. The recognition for staff's daily diligence is greatly appreciated.

We applaud the work of Peg Teichman as our *Knightly News* publisher. The guaranteed communication 6-8 times per school year is an essential tool during these adolescent years.

The Hollis Brookline Middle School Parent Association continues to receive the Blue Ribbon Award for volunteerism. We are proud of our parent involvement and recognize their contributions.

### **EXTRA-CURRICULAR**

Exemplary middle schools boost connections with students beyond the school day. Hollis Brookline Middle School offers diverse opportunities for students to become involved to include a variety of interscholastic sports and intramurals, yearbook, drama, choral, band, art, chess and Student Council. Recognition assemblies honor students four times a year for their academic and extracurricular accomplishments.

### **SUMMARY**

We continue to strive for balance with academic rigor and care for our young adolescents. Mrs. Kimberly Rizzo Saunders has had profound positive impact on the middle school. I am proud to work with Mrs. Saunders, the HBMS staff, students, parents and community members from Brookline and Hollis.

Respectfully submitted,  
Patricia Lewis Goyette  
Principal



# HOLLIS BROOKLINE HIGH SCHOOL

## Town Report 2004-2005

Hollis/Brookline High School continues to grow and thrive as an academic institution. Our enrollments continue to increase by thirty to fifty students each year. This places even greater demands on our staff and facilities. The strong support consistently received from our two communities enables us to upgrade our facilities, add staffing, strengthen curriculum and add additional challenging courses such as AP US History, AP Biology, Latin, and AP Chemistry. Sports and extra-curricular activities have also been increased with strong student participation.

Our HBHS tenth grade students continue to receive among the highest scores in the entire State! They far exceeded our goals to raise all scores and move students into the upper categories of Proficient and Advanced. Our staff, administrators, and SAU #41 Directors also deserve credit for their efforts and dedication towards improving our scores. Our SAT scores were also above average and comparable to the best of New England's public schools. Also, our college admissions continue to improve with more seniors being accepted into highly competitive colleges.

With the assistance of Ms. Carol Mace, our District Director of Curriculum, our department chairs, and faculty, we have been able to offer new courses to challenge all students to achieve at higher levels, become critical thinkers, incorporate higher order thinking skills into our courses, and review and write new curriculum.

A great deal of time and effort has been spent preparing for our NEASC visitation in March. This process began with our self-study this past year and will continue for the next several months.

During their second year of competition, our US First Team scored very well in the robotics competition. Under the guidance of Susan Hay, parents, and community members, this group has flourished. New programs were added and participation remains at a high level in our Technology Center.

This year, football was a club sport. With the strong support of our School Board and Football Boosters Club, approximately 60 students participated. They enjoyed an exceptional season and we see nothing but positive growth over the next few years. We were recently notified by the NHIAA that we have been recognized as a varsity sport for the 2005-06 season. Many thanks to all the parents and friends who attended the games and lent support to the program. Also, a word of thanks to our SAU Co-op Board for endorsing our program.

The high level of participation in all sports is an indicator of our successful athletic/sports programs. In addition, several teams, including soccer, baseball, volleyball, and basketball qualified for tournament play. We are proud to be hosting the State Track Meet on our new facility in May.

Our Musical and Performing Arts continues to present high quality and exciting concerts, musicals, and shows for the students and communities. At this writing, students are busily preparing for the annual Spring Musical, Babes in Arms. Drama Director, Elyse Tomlinson, and Music Directors, Karen Sayward and Dave Umstead along with Technical Director, Mark Illingworth continue to motivate and encourage students to participate in their programs. Additional assemblies have been held throughout the year to recognize Spirit Week, Social Awareness, A World of Difference, and Academic and Athletic Achievement.

Our new AP Biology, AP US History, and Latin courses have been well received, successful, and have certainly strengthened our curriculum as well as improving our school profile. In addition, AP and SAT Review courses are offered to prepare students for College Board testing. An AP Chemistry course is one of the new programs being offered for the 2005-2006 school year.

I take pride in my role as Principal of such an excellent secondary school and an SAU Board and Central Administration committed to excellence and the goal of providing a challenging educational experience for all students. My thanks and appreciation to the School Board, Superintendent DeBenedictis, Business Manager, Lecann Blastos, and my dedicated faculty and support staff for their commitment and support. I will be retiring this year along with our Superintendent, Dr. DeBenedictis, Guidance Director, Mrs. Mary Kelley, and Technology Director, Mr. Richard Mehlhorn. For me it has been three wonderful years and a pleasure to have served with a tremendous School Board, Superintendent, and talented staff. We are truly gifted to have such a great facility and student body. I also thank the communities of Hollis and Brookline for their continued support as we strive for excellence and research how we can do what we do better. Your enthusiasm is our motivation!

Respectfully submitted, Charles W. Flahive, Principal  
"Age Quod Agis"

**HOLLIS BROOKLINE HIGH SCHOOL**  
**GRADUATION AWARDS**  
**JUNE 2004**

**National Honor Society**

Catherine Beck	Kari Kulpa
Steven Betit	Megan Luteran
Jessica Blanche	Danielle Ouellette
Marlena Brash	Ashley Owens
Michelle Brett	Katharine Quaglieri
Melissa Carvalho	Tara Robinson
Christine Chapman	Mark Santoski
Danielle Dufresne	Cara Spencer
Jennifer Edmonds	Meredith Stanizzi
Suzannah Flaherty	Allison Stauble
Amy Gentile	Rebecca Storm
Brian Gray	Lori Vance
Jeanette Hardy	Rachel Whitman
Allie Hills	Elizabeth Widner
Jessica Hinson	

**Tri-M Music Honor Society**

Daniel Bouley	Kevin Kong
Zachary Cone-Roddy	Andrew Slater
Amy Gentile	Jessica Tomer
David Gorham	Christine Zore
Maggie Jamison	
Michael Klisz	

**Foreign Language Honor Society**

Catherine Beck	Christina Kang
Marion Blasco	Krista Korn
Stacy Bosowski	Kari Kulpa
Zachary Cone-Roddy	Megan Luteran
Danielle Dufresne	Danielle Ouellette
Jennifer Edmonds	Katharine Quaglieri
Amy Gentile	Allison Stauble
Elsa Guzman	Jessica Tomer
Allie Hills	Lori Vance
Jessica Hinson	

**Alan Frank Memorial Book Award**

Melissa Carvalho

**Angela Adams Memorial Scholarship**

Meredith Stanizzi

**Anna-May Samson Flahive Award**

Amy Eaton  
Laura Stiles

**Atrium Dodds Scholarship**

Danielle Dufresne

**Brookline Women's Club Scholarship**

Jamie Vaughn

**The Cavalier of the Year Award**

Laura Stiles

**Charles Zylonis Memorial Scholarship**

Brian Gray

**Coach Korcoulis Scholarship**

Catherine Beck

**Coca-Cola National Scholarship**

Christina Kang

**Colonial Garden Club of Hollis**

Jeanette Hardy

**Community Christmas Card Scholarship**

Brian Gray

**Denise Kulas Scholarship**

Jennifer McDonough

Meredith Stanizzi

**Dollars for Scholars Scholarships**

Brian Gray

Elsa Guzman

Christina Kang

Mark Santoski

Cara Spencer

Meredith Stanizzi

**Ed Berna Memorial Scholarship**

Stacey Bosowski

**Educational Talent Search Achiever Award**

Brian Gray

**French Honor Award**

Jennifer Edmonds

Allison Stauble

**Hollis Brookline High School Booster Club Boys Leadership Scholarship**

Keith Garcia

**Hollis Brookline High School Booster Club Girls Leadership Scholarship**

Catherine Beck

**Hollis Brookline High School Booster Club Boys Scholarships**

Brian Gray

Peter Jones

Owen McDonnell

**Hollis Brookline High School Booster Club Girls Scholarships**

Danielle Dufresne  
Kelly Gadberry  
Tamara Niquette  
Becky Storm

**Hollis Brookline Rotary Club Scholarships**

Catherine Beck  
Brian Gray  
Meredith Stanizzi

**Hollis Brookline Rotary Club Vocational Scholarship**

Christopher Cantella

**Hollis/Brookline Scientific Women's Scholarship**

Michelle Brett

**Hollis Education Association Scholarship**

Brian Gray

**Hollis Woman's Club Scholarship**

Allison Stauble

**Hollis Woman's Club Vocational Scholarship**

Corey Dickerson

**Hollis Woman's Club Valedictorian Book Award**

Jennifer Edmonds

**John M. Doll Scholarship**

Jessica Blanche  
Peter Jones

**Laurie Harris Memorial Scholarship**

Katharine Quaglieri

**Nancy Archambault Ratta Memorial Scholarship**

Jennifer Frankavitz  
Jessica Mahoney  
Brandi Wylie

**Nashua Rotary Suzie Award**

Ashleigh Moran

**Nashua Rotary West**

Zach Cone-Roddy

**Presidential Freedom Scholarship**

Christina Kang

**Richard Maghakian Memorial Scholarship**

Brittany Aho

**RISD Book Award**

Brandi Wylie



**Ruth E. Wheeler Scholarship**

Steven Betit

**S-TEAM for Youth Scholarship**

Beth Widner

**Salutatorian Book Award**

Zach Cone-Roddy

**Shaws Scholarship**

Christina Kang

**Southern New Hampshire Medical Center Scholarship**

Shaylene Doty

**Southern Virginia University Academic Scholarship**

Jonathan Banks

**Spanish Honor Award**

Kristina Korn

**Student Council Scholarship**

Brian Gray

**Target Scholarship**

Christina Kang

**US Department of Education Presidential Scholarship**

Christina Kang

**Warren Towne Memorial Scholarship**

Meredith Stanizzi

**William E. and Lorraine W. Dubben/Dollars for Scholars Scholarships**

Mark Santoski

Byrony Tomic-Beard

# HOLLIS/BROOKLINE HIGH SCHOOL

## COLLEGES THAT ACCEPTED - CLASS OF 03~04

American University	Johnson & Wales University	St. Michael's College
Anna Maria College	Keene State College	Stonehill College
Arizona State University	Kimball Union Academy	Suffolk University
Assumption College	Lafayette College	Syracuse University
Barry University	Lesley College	The College of William & Mary
Bates College	Marist College	Thomas College
Bentley College	Massachusetts Institute of Technology	Trinity College
Berklee College of Music	McGill University	Tufts University
Boston University	Merrimack College	Tulane University
Bryant College	Miami University	University of Colorado/Boulder
Bryn Mawr College	Michigan State University	University of Connecticut
Bucknell University	Middlesex Community College	University of Florida
Cabrini College	Montserrat College of Art	University of Hartford
Champlain College	Mount Holyoke College	University of Hawaii @ Manoa
Clark University	New England College	University of Illinois/Urbana-Champaign
Clarkson University	New Hampshire Community Technical College	University of Maine/Orono
Clemson University	New Hampton School	University of Mary Washington
Colby-Sawyer College	Nichols College	University of Massachusetts/Amherst
College of the Holy Cross	Northeastern University	University of Miami
Colorado Mountain College/Alpine Campus	Northfield Mount Herman School	University of Michigan Ann Arbor
Colorado State University	Oberlin College	University of New England
Columbia College Chicago	Ohio Northern University	University of New Hampshire
Concordia University/Austin	Ohio State University	University of New Hampshire/Manchester
Connecticut College	Ohio University	University of Oregon
Cornell University	Palm Beach Community College	University of Oklahoma
Dalhousie University	Pasco-Hernando Community College	University of Pennsylvania
Daniel Webster College	Pennsylvania State University	University of Rhode Island
Drexel University	Plymouth State University	University of Rochester
Elmira College	Purdue University	University of South Florida
Elon University	Queen's University	University of Tampa
Embry-Riddle Aeronautical University	Quinnipiac University	University of Toronto
Emerson College	Regis College	University of Vermont
Endicott College	Rivier College	University of Wyoming
Fisher College	Roanoke College	Wagner College
Fitchburg State College	Roberts Wesleyan College	Washington University/St. Louis
Florida Institute of Technology	Rochester Institute of Technology	Wayne State College
Florida State University	Roger Williams University	Weber State College
Fordham University	Sacred Heart University	Western New England College
Franklin Pierce College	Saint Anselm College	Western State College of Colorado
George Mason University	Saint Joseph's College/Maine	Westfield State College
Georgia Institute of Technology	Salve Regina University	Widener University
Gordon College	Savannah College of Art & Design	William Marsh Rice University
Guilford College	Seton Hall University	Wingate University
Hesser College	Simmons College	Worcester Polytechnic Institute
High Point University	Southern New Hampshire University	
Husson College	Southern Virginia University	
James Madison University		
Johns Hopkins University		

## TOWN OFFICES AND POST OFFICE

Emergency .....	911
Police	
Fire	
Ambulance	
Town Hall .....	465-2209
Fax .....	465-3701
Animal Control Officer .....	465-2303
Assessing Office .....	465-9860
Building Inspector .....	465-2514
Communications Center .....	465-2303
Department of Public Works .....	465-2246
Finance Department .....	465-6936
Fire Department (non-emergency) .....	465-6001
Health Officer .....	465-2514
Hollis Social Library .....	465-7721
Information Technology .....	465-2209
Planning Department .....	465-3446
Police (non-emergency) .....	465-7637
Post Office .....	465-9030
Recreation Commission .....	465-2671
Selectmen's Office .....	465-2780
Stump Dump .....	465-2143
Tax Collector .....	465-7987
Town Clerk .....	465-2064
Transfer Station .....	465-3299
Welfare .....	465-2780

*Visit the Town's World Wide Web page at [www.hollis.nh.us](http://www.hollis.nh.us)*

## SCHOOLS AND SUPERINTENDENT'S OFFICE

Hollis Primary School .....	465-2260
Hollis Upper Elementary School .....	465-9182
Hollis Brookline Middle School .....	465-2223
Hollis Brookline High School .....	465-2269
Hollis School District .....	465-7118
Hollis Brookline Superintendent's Office .....	465-7118

*Visit the Schools' World Wide Web page at [www.hollis.k12.nh.us](http://www.hollis.k12.nh.us)*





**Aerial View of the Woodmont Orchard**